



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON BAVARIA
UNIT 28130
APO AE 09114-8130

AMIM-BAW

Date: _____

MEMORANDUM FOR, USAG Bavaria Fitness Centers, Business and Recreation Division, Directorate of Family and Morale, Welfare and Recreation, USAG Bavaria

SUBJECT: Authorization to 24/7 access of fitness center due to irregular work schedule

1. This memo authorizes _____ the use of 24/7 access to the DFMWR fitness center located in _____
2. This memo ensures that the above-mentioned employee will utilize the facility within the restricted timelines of one hour before or after their designated work schedule, IAW USAREUR-AF AER 190-16, which supports the USAREUR-AF Fitness Policy and Host Nation Legal Adviser Guidance.
3. LN employees must understand individual access is only authorized "in timely context with their official duties on post". Anyone who violates this policy will lose access to USAG Bavaria FMWR Physical Fitness Facilities.
4. Work schedule below is approved by supervisor and provided as documentation of irregular hours

Schedule	MON	TUE	WED	THU	FRI	SAT	SUN
Start time							
End time							

5. This approval has been verified by: (POC) _____

DSN: _____ Official Email: _____

NAME: _____
 TITLE / DIVISION: _____
 USAG Bavaria

 Employee Signature

 Date