

National Aeronautics and Space Administration
Office of the Administrator
Washington, DC 20546-0001



March 5, 2012

TO: Directors, NASA Centers
Executive Director, Headquarters Operations
Executive Director, NASA Shared Services Center

FROM: Administrator

SUBJECT: NASA 2012 Wellness Campaign

Studies have shown that physical fitness and regular exercise are beneficial in improving physical and mental health, increasing productivity, reducing the rate of absenteeism due to illness, and reducing work-related injuries (e.g., repetitive stress injuries, musculoskeletal injuries). According to the American College of Sports Medicine, injuries such as back strain, posture-related injuries, shoulder and neck muscle fatigue, and other disorders can be reduced or prevented by strengthening exercises and stretching.

On April 2, 2012, NASA will kick off a 30-day campaign to encourage employees' physical fitness, exercise, and participation in the various NASA-sponsored wellness, educational, and awareness programs; health assessments; and health fairs that are conducted at each Center. The addressees of this memorandum have the flexibility to adjust the start date, as needed. During the 30-day period, provided mission responsibilities and requirements are not impacted, I authorize all NASA supervisors to grant short periods of excused absences to employees up to 3 times per week for 30 minutes to participate in health and fitness activities. When feasible, please accommodate employee requests to use the 30 minutes in conjunction with their lunch break, flexible work schedules, or annual leave during the 30-day campaign. This campaign is limited to employees who are at their normal duty station and not to those who are teleworking or otherwise offsite for another work-related assignment.

It is my hope that upon the conclusion of the campaign, employees will continue their exercise and fitness routines on their own time to further enhance their physical health and well-being and to make use of the many fitness facilities and programs available at NASA Centers. Supervisors are encouraged to accommodate, when possible, employee requests for flexible work schedules and annual leave.

Ensuring the health and well-being of employees is one of the ways we can optimize our performance and maintain our status as one of the best places to work in the Federal government. I look forward to seeing higher utilization rates in NASA fitness centers and additional outreach conducted to employees, encouraging their participation in the Agency's physical fitness and wellness programs.

A handwritten signature in black ink, appearing to read "CFB", with a large, sweeping flourish extending to the right.

Charles F. Bolden, Jr.

Directors, NASA Centers

Ames Research Center/Dr. Worden
Dryden Flight Research Center/Mr. McBride
Glenn Research Center/Mr. Lugo
Goddard Space Flight Center/Mr. Scolese
Jet Propulsion Laboratory/Dr. Elachi
Johnson Space Center/Mr. Coats
Kennedy Space Center/Mr. Cabana
Langley Research Center/Ms. Roe
Marshall Space Flight Center/Mr. Goldman (Acting)
Stennis Space Center/Mr. Scheuermann

cc:

Deputy AA for Public Outreach/Mr. Ladwig
Executive Secretariat/Mr. Box
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Office of the Administrator/Ms. Simms
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Office of the Deputy Administrator/Ms. McWilliams
Office of the Deputy Administrator/Mr. Silcox
Office of the Associate Administrator/Ms. Wijdoogen