



**DEPARTMENT OF THE ARMY**  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BELVOIR  
9820 FLAGLER ROAD, SUITE 213  
FORT BELVOIR, VIRGINIA 22060-5928

AMIM-BVG-ZA

8 August 2024

MEMORANDUM FOR US Army Fort Belvoir Personnel

SUBJECT: Fort Belvoir Policy Memorandum #4, US Army Garrison Fort Belvoir Army Combat Fitness Test (ACFT)

1. REFERENCE.

- a. FM 7-22 Holistic Health and Fitness. 01 October 2020
- b. ATP 7-22.01. Holistic Health and Fitness Testing, -01 October 2020
- c. FRAGO 1 to HQDA EXORD 153-22 Army Combat Fitness Test, 18 July 2022

2. PURPOSE. This policy is intended to define appropriate locations for conducting the training and pre-tests required for the ACFT.

3. APPLICABILITY. This memorandum applies to all Army (active duty, guard, and reserve) personnel training on Fort Belvoir.

4. POLICY:

a. Fort Belvoir manages two designated ACFT testing / training locations. These are ACFT 1 (vic Goethals Rd. and Black Rd.) and ACFT 2 (vic 15<sup>th</sup> St. and Gunston Rd). ACFT 1 & 2 are reserved using the Range Facility Management Support System (RFMSS) at <https://rfmssbackup.belvoir.army.mil/belvoir/pages/login.aspx>.

1) Directorate of Plans, Training, Mobilization, and Security (DPTMS) is the overall coordinating/scheduling agency for the use of all training support facilities on the installation. When requests are incomplete or not received within a timely matter, the request may be returned to the unit without action at the discretion of the Chief of Operations.

2) Only two (2) personnel from a single unit can be granted scheduling rights in RFMSS.

3) RFMSS requests will include daily estimate of personnel to be trained and date/time required for training/testing.

**“LEADERS IN EXCELLENCE”**

4) FBVA DPTMS will approve requests and will allocate locations based on space/lane requirements and assets available. Submitting requests does not constitute a reservation. A reservation exists only after a confirmation notice is sent and the area has been allocated by DPTMS.

b. Units may also conduct ACFT testing / training in unit areas or other open areas IAW Department of the Army ACFT guidance. Units will not conduct ACFT testing / training on MWR fields, recreation areas, parade fields or other areas indicated Off Limits according to Enclosure 1 (ACFT Off Limits Area Map).

c. ACFT training and testing may be conducted in Specker Human Performance Center (HPC) IAW the Specker HPC SOP (Enclosure 2)


d. Equipment:

(1). Units are responsible for providing ACFT equipment for training and testing. Units requiring equipment can coordinate with Headquarters Battalion (HQBN), USAG Belvoir by coordinating with HHC, USAG Belvoir at [usarmy.belvoir.usag.mbx.hhc-roadrunners-company1@army.mil](mailto:usarmy.belvoir.usag.mbx.hhc-roadrunners-company1@army.mil), 703-806-6571, to hand receipt ACFT equipment stored in the vicinity of ACFT 1. Equipment requests are separate from ACFT training site requests and are first come-first serve.

(2). Equipment storage containers such as MILVANs, ISU90s, CONEXs, etc. will NOT be placed in parking areas or grassy area adjacent to ACFT 1 or 2 without contacting the Headquarters Battalion CSM via email to [usarmy.belvoir.usag.mbx.hqbn-operations@army.mil](mailto:usarmy.belvoir.usag.mbx.hqbn-operations@army.mil). Containers will not be positioned in such a manner that blocks traffic flow. Containers will be clearly labeled with unit, POC name, phone number and email address.

e. Vehicles must remain on all marked roads and paved parking areas. Requests for an exception will be submitted to DPTMS for USAG Fort Belvoir. POC is Mr. Gary Branscum at 571-515-2087, or [usarmy.belvoir.imcom-hq.list.mailbox-dptms-belvoir-ioc@army.mil](mailto:usarmy.belvoir.imcom-hq.list.mailbox-dptms-belvoir-ioc@army.mil)

5. PROPONENT. Garrison Command Sergeant Major at 571-515-2052.

  
DAVID J. STEWART  
COL, EN  
Commanding

2 Enclosures

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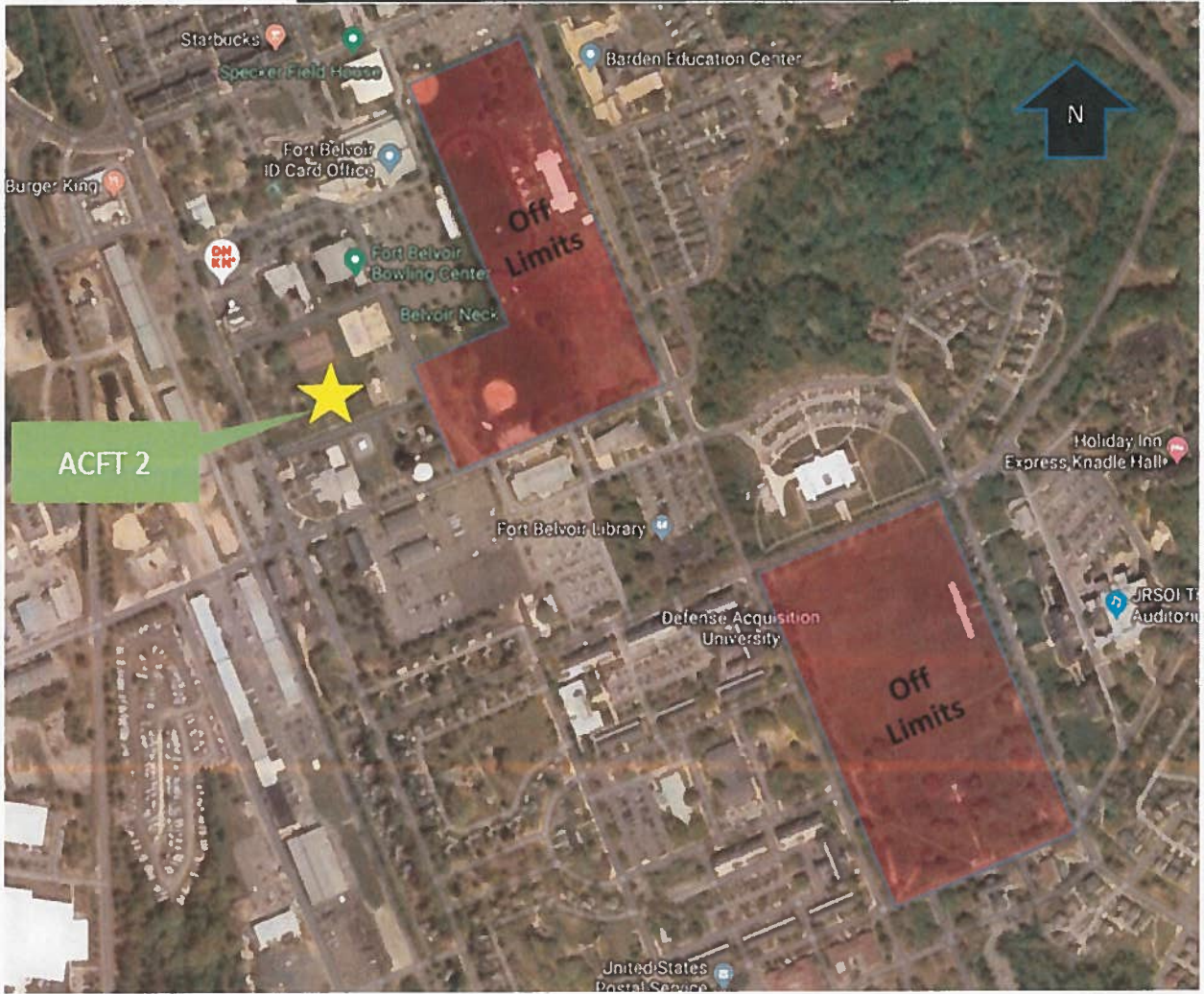
SUBJECT: Fort Belvoir Policy Memorandum #04, US Army Garrison Fort Belvoir Army Combat Fitness Test (ACFT)

Enclosure 1

Fort Belvoir ACFT Off Limits Area Map



# Fort Belvoir ACFT Off Limits Area Map



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SUBJECT: Fort Belvoir Policy Memorandum #04, US Army Garrison Fort Belvoir Army Combat Fitness Test (ACFT)

## Enclosure 2

### Specker Human Performance Center (SHPC) ACFT SOP

SHPC. Military units and tenant organizations can reserve SHPC ACFT turf by completing a reservation request form (link below) and submitting to Sheila Edwards ([sheila.j.edwards.naf@army.mil](mailto:sheila.j.edwards.naf@army.mil)) or Karen Shepherd ([karen.l.shepherd2.naf@army.mil](mailto:karen.l.shepherd2.naf@army.mil)) via email.

(1) Reservations for the turf lanes will be made based on availability with up to three (3) lanes during peak hours and up to five (5) lanes during non-peak hours. Peak hours are Monday to Friday from 0500-0900 and Sat/Sun 0700-0900 Non-peak hours are Monday to Friday 0900-1600 and Saturday and Sunday from 0900-1200. Units may only reserve more than one lane if they have more than eight (8) Service Members in their group, and more than two lanes if they have more than sixteen (16) in their group. Reservations will be given in one and a half hour intervals. If units cannot be accommodated at SHPC they must contact the Directorate of Plans, Training, Mobilization, and Security to schedule outdoor testing lanes.

(2) Reservations for All Fitness Centers are not for personal gain or organizational profit (ref DoD Regulation 5500-7-R). Government facilities may not be used for personal or private gain.

(3) All reservation dates and times will not interfere with recurring FMWR held functions.

DFMWR Reservation Request Form:

[https://belvoir.armymwr.com/application/files/3016/3535/3661/BEL\\_BLANK\\_DFMWR\\_S\\_HPC\\_RESERVATION\\_REQUEST\\_FORM\\_2021\\_rev2.pdf](https://belvoir.armymwr.com/application/files/3016/3535/3661/BEL_BLANK_DFMWR_S_HPC_RESERVATION_REQUEST_FORM_2021_rev2.pdf)