

d. This test will be conducted during periods regularly set aside for physical training activities.

e. Each participant will move through the test without any appreciable loss of time. (Not more than five minutes or less than two minutes should elapse between the time a participant finishes one test and begins the next test.)

f. The test will not be administered sooner than one hour after meals nor end later than fifteen minutes before eating.

g. Fatigue clothes (or regulation uniform) and field shoes must be worn by all enlisted personnel. Street shoes or tennis shoes and a gym outfit may be worn by officers.

h. Staff members necessary to conduct the test, where large groups are concerned, are as follows: One checker for each horizontal bar; two checkers for each standing broad jump pit; two checkers for the sit-up; two checkers for the push-up; one starter, one timer and at least four judges for the 300-yard dash. Before acting as checkers, these staff members will be carefully instructed in the proper procedure of checking the performances of participants. They will be trained to do their job carefully and accurately.

i. Each checker should be equipped with an indelible pencil, a clipboard and a set of rules for the event he is checking. It is recommended that a blackboard be set up at the start of the test course, and the various standards of performance and the record for each test item be placed on this board as a motivating influence.

j. Time will be provided for practice and warm-up before the tests begin.

k. Information about the participant, his name, age, height, etc., should be completed on the Record Form at least a day before the test is given.

l. Permanent records of all official tests will be maintained on the "Fourth Air Force Physical Achievement Test, Record Form," enclosure number 1.