



GENERAL OVERVIEW

Walking Program Implementation

*An American Heart Association **Start!** Walking Worksite Challenge
for City of San José Employees*

This worksite walking program is designed to raise awareness of the potential health benefits of physical activity and to provide an incentive for increasing physical activity for employees during the workday.

- **FIRST challenge session (4 weeks only), March 2nd – March 27th, 2009**
 - 2nd challenge session (3 calendar months), April 1st thru June 30th, 2009
 - 3rd challenge session (3 calendar months), July 1st thru Sept 30th, 2009
 - 4th challenge session (3 calendar months), October 1st thru Dec 23rd, 2009
 - 5th challenge session, (3 calendar months), January 4th thru March 31st, 2010
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- Departments are encouraged to seek support for the walking challenge by arranging for a customized e-mail to be sent to employees by their department director, or other executive management member, encouraging participation.
 - H.R. Liaisons are encouraged to send invitations to department employees to participate in a lunch-time department-wide or a work-location specific kick-off walking event to be held during the first week of each challenge session.
 - The department with the most steps logged, when compared as a percentage to the number of employees in the department, shall receive a perpetual plaque trophy to be kept until the next challenge period ends.

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GENERAL OVERVIEW, (cont)

- Steps walked will be converted into distances of relevance, such as; the same amount of distance as it would be to walk between the Water Pollution Control Plant and Happy Hollow, or the distance between the 10th largest city in the US to another, etc.
- Continuing department or individual challenges in quarterly increments will be acknowledged by the transfer of the trophy from department to department with perpetual plaque engravings added each session.
- A special acknowledgement certificate will be presented to the department with the most percentage of employees participating, without regard to the number of miles logged.
- A special acknowledgement certificate will be presented to the department that logs the most miles, without regard to the number of employees participating.
- An employee may log any steps walked during their day, not just those achieved during working hours. Additionally, any physical activity can be converted into steps on the American Heart Association's web site.
- The winning department award for the 1st session will be presented on Wednesday, April 8th, The American Heart Association's National **Start!** Walking Day!!

