



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

PARAMETER E: ASSEMBLY, ATHLETIC AND SPORTS FACILITIES

IMPLEMENTATION

I.1. INDOOR FACILITIES ARE CONSTRUCTED WITH

I.1.3. SAFETY MEASURES

RULES AND REGULATIONS IN USING ORANI CAMPUS' COVERED COURTS

1. General Conduct

Respect for Others: Always be courteous and considerate to others using the court. Avoid disruptive behavior, loud talking, or any actions that may disturb other players.

Proper Attire: Wear appropriate sportswear, such as athletic shoes (preferably non-marking shoes), comfortable clothing, and any necessary protective gear (e.g., knee pads for volleyball). Avoid wearing sandals, jeans, or clothing that could restrict movement.

Cleanliness: Ensure the court is kept clean. Wipe up any spills and dispose of trash properly.

2. Court Usage

Reservation and Access: Most covered courts require reservations for specific times. Check if a booking system is in place, especially if the court is frequently used by sports teams or for scheduled events.

Time Limits: Be mindful of the time limits for using the court, especially during busy hours. If others are waiting to use the court, respect the time allocation and allow them to play.

Court Sharing: In case of high demand, you may be required to share the court or participate in organized sessions like open play, drills, or team practices.

3. Equipment Usage

Authorized Equipment Only: Only use equipment that is meant for the court (e.g., basketballs, volleyballs, etc.). Do not bring equipment such as bikes, scooters, or other non-sport-related items.

Return Equipment: If you borrowed equipment (e.g., basketballs or volleyballs), make sure to return it to the designated area after use.

4. Safety and Health Regulations

Injury Prevention: Always warm up and cool down before and after playing. If you're injured, seek medical attention immediately and inform the staff.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

Emergency Procedures: Be familiar with the emergency exits and procedures in case of accidents, injuries, or other emergencies. Make sure to report any unsafe conditions (e.g., slippery floors, broken equipment) to the staff immediately.

Health Standards: If you're feeling unwell, especially with symptoms of contagious illness, refrain from using the court to protect others.

5. Behavioral Expectations

No Rough Play or Fighting: Aggressive behavior or fighting is prohibited. Any disputes should be handled respectfully, and referees or facility staff should be consulted if necessary.

Noise and Cell Phones: Keep noise levels reasonable and avoid using phones excessively while playing. If you need to make a call or send a message, do so outside the court area to avoid disrupting the game.

6. Scheduling and Priorities

Team Use vs. General Use: Some courts may have scheduled times for teams to practice, leaving other times open for general use. If you are part of a team, adhere to your practice times and respect open court hours for casual use.

Reservation Policies: Always check the reservation rules for the court, including any fees or required booking times. If you are not part of a scheduled event or practice, be prepared to wait or adjust your playtime based on court availability.

7. Access and Age Restrictions

Access: BPSU students and employees has full access in our covered courts. Guests may need to be accompanied by a member with a secured permit from the campus director, and certain age restrictions may apply for minors using the court.

Guest Policies: Only approved permits shall be allowed to access the usage of our covered courts. If you bring a guest, check if there are any additional requirements or limits on guest access.

9. Cleaning and Maintenance

End of Use: After using the court, clean up any debris or trash. If you notice any maintenance issues (like broken equipment), report them immediately.

Floor Care: Ensure that the floor is kept clean and dry. Spills should be cleaned up right away to avoid slipping hazards.

10. Use During Events

Event Rules: If the court is being used for a special event (e.g., a tournament or sports competition, SCUAA Trainings), be mindful of the specific event rules and schedules, and avoid using the court during those times unless you have permission.

THANK YOU VERY MUCH.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

RULES AND REGULATIONS IN THE USAGE OF CAMPUS FITNESS GYM

The rules and regulations for using a campus fitness gym may vary slightly depending on the specific institution, but here are some general guidelines that are often implemented in most campus gyms to ensure safety, fairness, and proper use of the facilities:

1. General Conduct

Respect Others: Be courteous and considerate to other gym members. Keep noise levels down, especially when using equipment like weights.

Cleanliness: Wipe down machines and equipment after use. Disinfectant wipes or towels are usually provided for this purpose.

Appropriate Attire: Wear proper gym attire (e.g., athletic shoes, comfortable clothing). Avoid wearing jeans or sandals. Some gyms may require specific footwear like closed-toe shoes.

Personal Belongings: Do not leave personal items unattended. Use lockers for storage, and make sure to lock them.

2. Equipment Usage

Time Limits: Some gyms may implement time limits on certain machines (like cardio equipment) during peak hours to ensure everyone has a chance to use them.

Proper Use of Equipment: Use the equipment as intended. If you're unsure how to use a machine, ask staff for assistance or refer to the instructional posters often located nearby.

Weight Re-racking: Always return weights, dumbbells, and other equipment to their proper place after use.

Spotting: When using free weights or heavy lifting equipment, it's recommended to have a spotter for safety.

3. Health and Safety

Physical Condition: If you are feeling unwell or have a health condition that may affect your ability to exercise safely, consult with a medical professional before using the gym.

Proper Hydration: Bring your own water bottle and stay hydrated while exercising.

Injury Prevention: Use appropriate warm-up and cool-down techniques to reduce the risk of injury.

Report Damaged Equipment: If you notice any broken or malfunctioning equipment, report it to gym staff immediately.

4. Age Restrictions





BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

Many campus gyms have specific age restrictions (e.g., only students, staff, or faculty are allowed) or require parental consent for minors to use the gym.

5. Gym Hours and Access

Operating Hours: Respect the gym's operating hours and avoid using the facility outside of these times. Operating hours is from 8:00Am to 5:00PM.

Access: Only employees and students with their IDs can enter the gym.

6. Behavioral Expectations

No Disruptive Behavior: Avoid disruptive activities such as loud conversations, inappropriate language, or inappropriate behavior.

Cell Phone Use: Keep phone use to a minimum and avoid taking calls while using gym equipment. Some gyms may require phone calls to be taken outside of the gym area.

7. Group Fitness Classes

Sign-Up Procedures: Present your campus ID upon entering the gym and make sure to LOG IN.

Participation Guidelines: Arrive on time for classes, and be respectful to the instructor and other participants.

8. Food and Drinks

Restrictions on Eating: Generally, eating is not allowed in the gym. However, water bottles or sports drinks are usually permitted.

9. Personal Training and Coaching

Trainers: If personal training services are offered, BSESS interns that are scheduled for the day can administer training.

Coaching Groups: Some gyms may have policies regarding coaching groups or teams, especially in terms of the number of people in the space at one time.

10. Use of other Gym Facilities

Comfort Rooms: Make sure to keep our comfort rooms clean and sanitized as you use it.

Shower Rooms: Never leave used shampoo and soap sachets inside or at the floorings of the comfort rooms. One at a time usage only.

THANK YOU AND BE GUIDED ACCORDINGLY.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

RULES AND REGULATIONS FOR THE ATHLETIC OVAL TRACK

1. Track Usage

Track Lanes: Follow the designated lane etiquette. Typically, slower runners or walkers should use the outer lanes, while faster runners should stay in the inner lanes. When walking or running, stay in your designated lane to avoid blocking others.

Direction of Running: Some tracks may have specific times or days for running in one direction. Follow these rules, as tracks can alternate running directions based on maintenance or safety considerations.

Time Limits: If there are scheduled events or classes, be mindful of the time limits on the track. Some facilities may have designated hours for different uses, such as sports teams, fitness classes, or public use.

Warm-Up and Cool-Down: When using the track for warm-up or cool-down, make sure you're not blocking lanes for those actively running or training.

2. Safety Regulations

No Inappropriate Activities: The track is for running, walking, or similar activities only. Avoid activities like cycling, skateboarding, or using scooters on the track unless specifically allowed.

Track Conditions: Do not use the track in hazardous weather conditions, such as during thunderstorms, heavy rain, or when the track is icy. Check with the gym or campus management if you are unsure about track availability during inclement weather.

Injury Reporting: If you are injured or notice an issue with the track, report it immediately to a staff member to ensure others' safety.

3. Equipment Usage

Authorized Equipment Only: Do not bring equipment onto the track unless it's necessary for your activity (e.g., a water bottle, towel, or training tools). Some tracks may allow certain equipment like hurdles or cones for training but always check in advance with track management.

Proper Use of Track Equipment: If you use any training equipment, such as hurdles or starting blocks, ensure that it is returned to the proper storage area after use.

4. Scheduled Events or Classes

Reserved Time Slots: Be aware that certain times may be reserved for athletic teams, events, or classes. Respect these time slots, and avoid using the track during scheduled events unless permitted.

Event Etiquette: If an event is taking place, avoid running or walking on the track during the competition or practice. Wait until the track is cleared, or check with event staff for appropriate usage





BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS
Office of the Physical Plant and Engineering Services



Management
System
ISO 9001:2015

www.tuv.com
ID: S108657000



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

SAFETY PROCEDURES

1. FOLLOW ALL GYM GUIDELINES AND PROTOCOLS, INCLUDING WEARING A MASK AND SANITIZING EQUIPMENT.
2. USE EQUIPMENT PROPERLY AND SAFELY, ADHERING TO ANY PROVIDED INSTRUCTIONS.
3. START WITH A PROPER WARM-UP TO PREPARE YOUR BODY FOR EXERCISE AND REDUCE THE RISK OF INJURY.
4. STAY HYDRATED AND TAKE BREAKS AS NEEDED DURING YOUR WORKOUT.
5. RESPECT OTHERS' SPACE AND EQUIPMENT, AND BE MINDFUL OF GYM ETIQUETTE.
6. LISTEN TO YOUR BODY AND AVOID PUSHING YOURSELF BEYOND YOUR LIMITS.
7. IF UNSURE ABOUT HOW TO USE A PIECE OF EQUIPMENT, ASK GYM STAFF FOR ASSISTANCE.
8. AFTER FINISHING YOUR WORKOUT, COOL DOWN AND STRETCH TO AID RECOVERY AND PREVENT MUSCLE SORENESS.
9. CLEAN UP AFTER YOURSELF AND RETURN EQUIPMENT TO ITS DESIGNATED AREA.
10. REPORT ANY SAFETY CONCERNS OR EQUIPMENT MALFUNCTIONS TO GYM STAFF PROMPTLY.



Management
System
ISO 9001:2015
www.tuv.com
ID: S108637000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

SAFETY PROCEDURES

1. FOLLOW ALL GYM GUIDELINES AND PROTOCOLS, INCLUDING WEARING A MASK AND SANITIZING EQUIPMENT.
2. USE EQUIPMENT PROPERLY AND SAFELY, ADHERING TO ANY PROVIDED INSTRUCTIONS.
3. START WITH A PROPER WARM-UP TO PREPARE YOUR BODY FOR EXERCISE AND REDUCE THE RISK OF INJURY.
4. STAY HYDRATED AND TAKE BREAKS AS NEEDED DURING YOUR WORKOUT.
5. RESPECT OTHERS' SPACE AND EQUIPMENT, AND BE MINDFUL OF GYM ETIQUETTE.
6. LISTEN TO YOUR BODY AND AVOID PUSHING YOURSELF BEYOND YOUR LIMITS.
7. IF UNSURE ABOUT HOW TO USE A PIECE OF EQUIPMENT, ASK GYM STAFF FOR ASSISTANCE.
8. AFTER FINISHING YOUR WORKOUT, COOL DOWN AND STRETCH TO AID RECOVERY AND PREVENT MUSCLE SORENESS.
9. CLEAN UP AFTER YOURSELF AND RETURN EQUIPMENT TO ITS DESIGNATED AREA.
10. REPORT ANY SAFETY CONCERNS OR EQUIPMENT MALFUNCTIONS TO GYM STAFF PROMPTLY.



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

SAFETY PROCEDURES

1. FOLLOW ALL GYM GUIDELINES AND PROTOCOLS, INCLUDING WEARING A MASK AND SANITIZING EQUIPMENT.
2. USE EQUIPMENT PROPERLY AND SAFELY, ADHERING TO ANY PROVIDED INSTRUCTIONS.
3. START WITH A PROPER WARM-UP TO PREPARE YOUR BODY FOR EXERCISE AND REDUCE THE RISK OF INJURY.
4. STAY HYDRATED AND TAKE BREAKS AS NEEDED DURING YOUR WORKOUT.
5. RESPECT OTHERS' SPACE AND EQUIPMENT, AND BE MINDFUL OF GYM ETIQUETTE.
6. LISTEN TO YOUR BODY AND AVOID PUSHING YOURSELF BEYOND YOUR LIMITS.
7. IF UNSURE ABOUT HOW TO USE A PIECE OF EQUIPMENT, ASK GYM STAFF FOR ASSISTANCE.
8. AFTER FINISHING YOUR WORKOUT, COOL DOWN AND STRETCH TO AID RECOVERY AND PREVENT MUSCLE SORENESS.
9. CLEAN UP AFTER YOURSELF AND RETURN EQUIPMENT TO ITS DESIGNATED AREA.
10. REPORT ANY SAFETY CONCERNS OR EQUIPMENT MALFUNCTIONS TO GYM STAFF PROMPTLY.



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

EVERYDAY CLEANING DUTIES IN THE GYM

- 1. SANITIZE EQUIPMENT:** WIPE DOWN GYM EQUIPMENT WITH DISINFECTANT TO MAINTAIN CLEANLINESS AND PREVENT THE SPREAD OF GERMS.
- 2. SWEEP AND MOP FLOORS:** KEEP GYM FLOORS CLEAN BY SWEEPING AWAY DEBRIS AND MOPPING UP ANY SPILLS OR STAINS.
- 3. EMPTY TRASH BINS:** REGULARLY EMPTY TRASH BINS TO PREVENT OVERFLOW AND MAINTAIN A TIDY ENVIRONMENT.
- 4. CLEAN BATHROOMS:** THOROUGHLY CLEAN AND SANITIZE BATHROOMS, INCLUDING TOILETS, SINKS, AND SHOWER AREAS, TO ENSURE HYGIENE STANDARDS ARE MET.
- 5. DUST SURFACES:** DUST SURFACES SUCH AS COUNTERTOPS, SHELVES, AND MIRRORS TO KEEP THEM FREE FROM DIRT AND DEBRIS.
- 6. REFILL SUPPLIES:** CHECK AND REFILL SUPPLIES SUCH AS TOILET PAPER, HAND SOAP, AND PAPER TOWELS TO ENSURE THEY ARE ALWAYS AVAILABLE FOR GYM MEMBERS.
- 7. ORGANIZE EQUIPMENT:** ARRANGE GYM EQUIPMENT AND ACCESSORIES NEATLY TO MAXIMIZE SPACE AND FACILITATE EASY ACCESS FOR MEMBERS.
- 8. CLEAN MIRRORS AND WINDOWS:** WIPE DOWN MIRRORS AND WINDOWS TO REMOVE SMUDGES AND FINGERPRINTS FOR A CLEAR AND PRESENTABLE APPEARANCE.
- 9. INSPECT EQUIPMENT:** REGULARLY INSPECT GYM EQUIPMENT FOR ANY SIGNS OF DAMAGE OR MALFUNCTION, AND REPORT ISSUES FOR MAINTENANCE OR REPAIR.
- 10. MAINTAIN LOCKER ROOMS:** KEEP LOCKER ROOMS CLEAN AND ORGANIZED, INCLUDING WIPING DOWN LOCKERS AND BENCHES AND DISPOSING OF ANY ABANDONED ITEMS.





BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

EVERYDAY CLEANING DUTIES IN THE GYM

- 1. SANITIZE EQUIPMENT:** WIPE DOWN GYM EQUIPMENT WITH DISINFECTANT TO MAINTAIN CLEANLINESS AND PREVENT THE SPREAD OF GERMS.
- 2. SWEEP AND MOP FLOORS:** KEEP GYM FLOORS CLEAN BY SWEEPING AWAY DEBRIS AND MOPPING UP ANY SPILLS OR STAINS.
- 3. EMPTY TRASH BINS:** REGULARLY EMPTY TRASH BINS TO PREVENT OVERFLOW AND MAINTAIN A TIDY ENVIRONMENT.
- 4. CLEAN BATHROOMS:** THOROUGHLY CLEAN AND SANITIZE BATHROOMS, INCLUDING TOILETS, SINKS, AND SHOWER AREAS, TO ENSURE HYGIENE STANDARDS ARE MET.
- 5. DUST SURFACES:** DUST SURFACES SUCH AS COUNTERTOPS, SHELVES, AND MIRRORS TO KEEP THEM FREE FROM DIRT AND DEBRIS.
- 6. REFILL SUPPLIES:** CHECK AND REFILL SUPPLIES SUCH AS TOILET PAPER, HAND SOAP, AND PAPER TOWELS TO ENSURE THEY ARE ALWAYS AVAILABLE FOR GYM MEMBERS.
- 7. ORGANIZE EQUIPMENT:** ARRANGE GYM EQUIPMENT AND ACCESSORIES NEATLY TO MAXIMIZE SPACE AND FACILITATE EASY ACCESS FOR MEMBERS.
- 8. CLEAN MIRRORS AND WINDOWS:** WIPE DOWN MIRRORS AND WINDOWS TO REMOVE SMUDGES AND FINGERPRINTS FOR A CLEAR AND PRESENTABLE APPEARANCE.
- 9. INSPECT EQUIPMENT:** REGULARLY INSPECT GYM EQUIPMENT FOR ANY SIGNS OF DAMAGE OR MALFUNCTION, AND REPORT ISSUES FOR MAINTENANCE OR REPAIR.
- 10. MAINTAIN LOCKER ROOMS:** KEEP LOCKER ROOMS CLEAN AND ORGANIZED, INCLUDING WIPING DOWN LOCKERS AND BENCHES AND DISPOSING OF ANY ABANDONED ITEMS.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

EVERYDAY CLEANING DUTIES IN THE GYM

- 1. SANITIZE EQUIPMENT:** WIPE DOWN GYM EQUIPMENT WITH DISINFECTANT TO MAINTAIN CLEANLINESS AND PREVENT THE SPREAD OF GERMS.
- 2. SWEEP AND MOP FLOORS:** KEEP GYM FLOORS CLEAN BY SWEEPING AWAY DEBRIS AND MOPPING UP ANY SPILLS OR STAINS.
- 3. EMPTY TRASH BINS:** REGULARLY EMPTY TRASH BINS TO PREVENT OVERFLOW AND MAINTAIN A TIDY ENVIRONMENT.
- 4. CLEAN BATHROOMS:** THOROUGHLY CLEAN AND SANITIZE BATHROOMS, INCLUDING TOILETS, SINKS, AND SHOWER AREAS, TO ENSURE HYGIENE STANDARDS ARE MET.
- 5. DUST SURFACES:** DUST SURFACES SUCH AS COUNTERTOPS, SHELVES, AND MIRRORS TO KEEP THEM FREE FROM DIRT AND DEBRIS.
- 6. REFILL SUPPLIES:** CHECK AND REFILL SUPPLIES SUCH AS TOILET PAPER, HAND SOAP, AND PAPER TOWELS TO ENSURE THEY ARE ALWAYS AVAILABLE FOR GYM MEMBERS.
- 7. ORGANIZE EQUIPMENT:** ARRANGE GYM EQUIPMENT AND ACCESSORIES NEATLY TO MAXIMIZE SPACE AND FACILITATE EASY ACCESS FOR MEMBERS.
- 8. CLEAN MIRRORS AND WINDOWS:** WIPE DOWN MIRRORS AND WINDOWS TO REMOVE SMUDGES AND FINGERPRINTS FOR A CLEAR AND PRESENTABLE APPEARANCE.
- 9. INSPECT EQUIPMENT:** REGULARLY INSPECT GYM EQUIPMENT FOR ANY SIGNS OF DAMAGE OR MALFUNCTION, AND REPORT ISSUES FOR MAINTENANCE OR REPAIR.
- 10. MAINTAIN LOCKER ROOMS:** KEEP LOCKER ROOMS CLEAN AND ORGANIZED, INCLUDING WIPING DOWN LOCKERS AND BENCHES AND DISPOSING OF ANY ABANDONED ITEMS.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

DUTIES OF A GYM INSTRUCTOR

- 1. FITNESS ASSESSMENT: CONDUCT FITNESS ASSESSMENTS TO UNDERSTAND CLIENTS' ABILITIES AND GOALS.**
- 2. CREATE WORKOUT PLANS: DEVELOP PERSONALIZED WORKOUT PLANS TAILORED TO CLIENTS' NEEDS AND GOALS.**
- 3. DEMONSTRATE EXERCISES: PROPERLY DEMONSTRATE EXERCISES AND TECHNIQUES TO ENSURE CLIENTS UNDERSTAND AND PERFORM THEM CORRECTLY.**
- 4. PROVIDE GUIDANCE: OFFER GUIDANCE AND SUPPORT TO CLIENTS DURING WORKOUTS TO MAINTAIN MOTIVATION AND PROPER FORM.**
- 5. MONITOR PROGRESS: TRACK CLIENTS' PROGRESS AND ADJUST WORKOUT PLANS ACCORDINGLY TO ENSURE CONTINUOUS IMPROVEMENT.**
- 6. SAFETY PRECAUTIONS: ENSURE THE SAFETY OF CLIENTS BY ENFORCING PROPER EQUIPMENT USE AND MAINTAINING A CLEAN AND HAZARD-FREE ENVIRONMENT.**
- 7. EDUCATE ON NUTRITION: OFFER BASIC NUTRITIONAL ADVICE TO COMPLEMENT FITNESS GOALS AND PROMOTE OVERALL HEALTH.**
- 8. STAY INFORMED: STAY UPDATED ON FITNESS TRENDS, TECHNIQUES, AND CERTIFICATIONS TO PROVIDE THE BEST SERVICE TO CLIENTS.**
- 9. OFFER MODIFICATIONS: PROVIDE MODIFICATIONS FOR EXERCISES TO ACCOMMODATE CLIENTS WITH INJURIES OR LIMITATIONS.**
- 10. MOTIVATE CLIENTS: ENCOURAGE AND MOTIVATE CLIENTS TO STAY CONSISTENT WITH THEIR FITNESS ROUTINE AND ACHIEVE THEIR GOALS.**



Management System
ISO 9001:2015
www.tuv.com
ID: S108637000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

DUTIES OF A GYM INSTRUCTOR

- 1. FITNESS ASSESSMENT: CONDUCT FITNESS ASSESSMENTS TO UNDERSTAND CLIENTS' ABILITIES AND GOALS.**
- 2. CREATE WORKOUT PLANS: DEVELOP PERSONALIZED WORKOUT PLANS TAILORED TO CLIENTS' NEEDS AND GOALS.**
- 3. DEMONSTRATE EXERCISES: PROPERLY DEMONSTRATE EXERCISES AND TECHNIQUES TO ENSURE CLIENTS UNDERSTAND AND PERFORM THEM CORRECTLY.**
- 4. PROVIDE GUIDANCE: OFFER GUIDANCE AND SUPPORT TO CLIENTS DURING WORKOUTS TO MAINTAIN MOTIVATION AND PROPER FORM.**
- 5. MONITOR PROGRESS: TRACK CLIENTS' PROGRESS AND ADJUST WORKOUT PLANS ACCORDINGLY TO ENSURE CONTINUOUS IMPROVEMENT.**
- 6. SAFETY PRECAUTIONS: ENSURE THE SAFETY OF CLIENTS BY ENFORCING PROPER EQUIPMENT USE AND MAINTAINING A CLEAN AND HAZARD-FREE ENVIRONMENT.**
- 7. EDUCATE ON NUTRITION: OFFER BASIC NUTRITIONAL ADVICE TO COMPLEMENT FITNESS GOALS AND PROMOTE OVERALL HEALTH.**
- 8. STAY INFORMED: STAY UPDATED ON FITNESS TRENDS, TECHNIQUES, AND CERTIFICATIONS TO PROVIDE THE BEST SERVICE TO CLIENTS.**
- 9. OFFER MODIFICATIONS: PROVIDE MODIFICATIONS FOR EXERCISES TO ACCOMMODATE CLIENTS WITH INJURIES OR LIMITATIONS.**
- 10. MOTIVATE CLIENTS: ENCOURAGE AND MOTIVATE CLIENTS TO STAY CONSISTENT WITH THEIR FITNESS ROUTINE AND ACHIEVE THEIR GOALS.**



Management System
ISO 9001:2015
www.tuv.com
ID: S108637000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

DUTIES OF A GYM INSTRUCTOR

- 1. FITNESS ASSESSMENT: CONDUCT FITNESS ASSESSMENTS TO UNDERSTAND CLIENTS' ABILITIES AND GOALS.**
- 2. CREATE WORKOUT PLANS: DEVELOP PERSONALIZED WORKOUT PLANS TAILORED TO CLIENTS' NEEDS AND GOALS.**
- 3. DEMONSTRATE EXERCISES: PROPERLY DEMONSTRATE EXERCISES AND TECHNIQUES TO ENSURE CLIENTS UNDERSTAND AND PERFORM THEM CORRECTLY.**
- 4. PROVIDE GUIDANCE: OFFER GUIDANCE AND SUPPORT TO CLIENTS DURING WORKOUTS TO MAINTAIN MOTIVATION AND PROPER FORM.**
- 5. MONITOR PROGRESS: TRACK CLIENTS' PROGRESS AND ADJUST WORKOUT PLANS ACCORDINGLY TO ENSURE CONTINUOUS IMPROVEMENT.**
- 6. SAFETY PRECAUTIONS: ENSURE THE SAFETY OF CLIENTS BY ENFORCING PROPER EQUIPMENT USE AND MAINTAINING A CLEAN AND HAZARD-FREE ENVIRONMENT.**
- 7. EDUCATE ON NUTRITION: OFFER BASIC NUTRITIONAL ADVICE TO COMPLEMENT FITNESS GOALS AND PROMOTE OVERALL HEALTH.**
- 8. STAY INFORMED: STAY UPDATED ON FITNESS TRENDS, TECHNIQUES, AND CERTIFICATIONS TO PROVIDE THE BEST SERVICE TO CLIENTS.**
- 9. OFFER MODIFICATIONS: PROVIDE MODIFICATIONS FOR EXERCISES TO ACCOMMODATE CLIENTS WITH INJURIES OR LIMITATIONS.**
- 10. MOTIVATE CLIENTS: ENCOURAGE AND MOTIVATE CLIENTS TO STAY CONSISTENT WITH THEIR FITNESS ROUTINE AND ACHIEVE THEIR GOALS.**



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

BASIC WARM-UP ROUTINE

1. START WITH 5-10 MINUTES OF LIGHT CARDIO SUCH AS JOGGING, CYCLING, OR JUMPING JACKS TO RAISE YOUR HEART RATE.
2. PERFORM DYNAMIC STRETCHES FOR MAJOR MUSCLE GROUPS, INCLUDING ARM CIRCLES, LEG SWINGS, TORSO TWISTS, AND SHOULDER ROLLS.
3. INCORPORATE MOBILITY EXERCISES TO IMPROVE JOINT RANGE OF MOTION, SUCH AS HIP CIRCLES, ARM SWINGS, AND ANKLE CIRCLES.
4. GRADUALLY INCREASE THE INTENSITY OF YOUR MOVEMENTS TO GENTLY ELEVATE YOUR BODY TEMPERATURE AND ACTIVATE MUSCLES.
5. FINISH WITH A FEW BODYWEIGHT EXERCISES AT A MODERATE INTENSITY, SUCH AS BODYWEIGHT SQUATS, LUNGES, OR PUSH-UPS, TO FURTHER PREPARE YOUR MUSCLES FOR THE UPCOMING WORKOUT.
6. LISTEN TO YOUR BODY AND ADJUST THE WARM-UP BASED ON YOUR FITNESS LEVEL AND SPECIFIC WORKOUT GOALS.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

BASIC WARM-UP ROUTINE

1. START WITH 5-10 MINUTES OF LIGHT CARDIO SUCH AS JOGGING, CYCLING, OR JUMPING JACKS TO RAISE YOUR HEART RATE.
2. PERFORM DYNAMIC STRETCHES FOR MAJOR MUSCLE GROUPS, INCLUDING ARM CIRCLES, LEG SWINGS, TORSO TWISTS, AND SHOULDER ROLLS.
3. INCORPORATE MOBILITY EXERCISES TO IMPROVE JOINT RANGE OF MOTION, SUCH AS HIP CIRCLES, ARM SWINGS, AND ANKLE CIRCLES.
4. GRADUALLY INCREASE THE INTENSITY OF YOUR MOVEMENTS TO GENTLY ELEVATE YOUR BODY TEMPERATURE AND ACTIVATE MUSCLES.
5. FINISH WITH A FEW BODYWEIGHT EXERCISES AT A MODERATE INTENSITY, SUCH AS BODYWEIGHT SQUATS, LUNGES, OR PUSH-UPS, TO FURTHER PREPARE YOUR MUSCLES FOR THE UPCOMING WORKOUT.
6. LISTEN TO YOUR BODY AND ADJUST THE WARM-UP BASED ON YOUR FITNESS LEVEL AND SPECIFIC WORKOUT GOALS.



Management System
ISO 9001:2015
www.tuv.com
ID: 5108637000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

BASIC WARM-UP ROUTINE

1. START WITH 5-10 MINUTES OF LIGHT CARDIO SUCH AS JOGGING, CYCLING, OR JUMPING JACKS TO RAISE YOUR HEART RATE.
2. PERFORM DYNAMIC STRETCHES FOR MAJOR MUSCLE GROUPS, INCLUDING ARM CIRCLES, LEG SWINGS, TORSO TWISTS, AND SHOULDER ROLLS.
3. INCORPORATE MOBILITY EXERCISES TO IMPROVE JOINT RANGE OF MOTION, SUCH AS HIP CIRCLES, ARM SWINGS, AND ANKLE CIRCLES.
4. GRADUALLY INCREASE THE INTENSITY OF YOUR MOVEMENTS TO GENTLY ELEVATE YOUR BODY TEMPERATURE AND ACTIVATE MUSCLES.
5. FINISH WITH A FEW BODYWEIGHT EXERCISES AT A MODERATE INTENSITY, SUCH AS BODYWEIGHT SQUATS, LUNGES, OR PUSH-UPS, TO FURTHER PREPARE YOUR MUSCLES FOR THE UPCOMING WORKOUT.
6. LISTEN TO YOUR BODY AND ADJUST THE WARM-UP BASED ON YOUR FITNESS LEVEL AND SPECIFIC WORKOUT GOALS.



Management System
ISO 9001:2015
www.tuv.com
ID: 5108637000

BPSU-ORANI CAMPUS | PPES

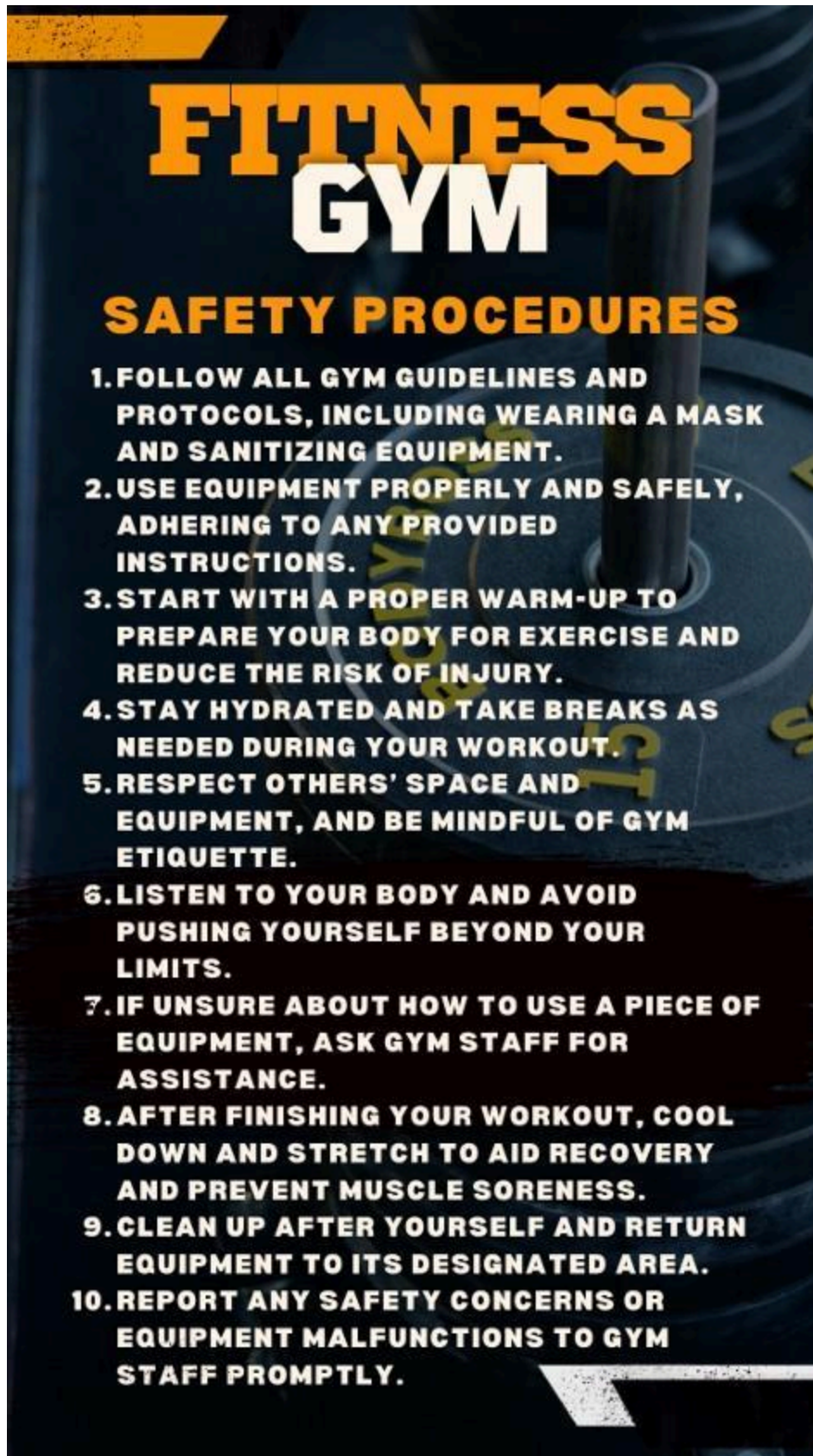
Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services



FITNESS GYM

SAFETY PROCEDURES

1. FOLLOW ALL GYM GUIDELINES AND PROTOCOLS, INCLUDING WEARING A MASK AND SANITIZING EQUIPMENT.
2. USE EQUIPMENT PROPERLY AND SAFELY, ADHERING TO ANY PROVIDED INSTRUCTIONS.
3. START WITH A PROPER WARM-UP TO PREPARE YOUR BODY FOR EXERCISE AND REDUCE THE RISK OF INJURY.
4. STAY HYDRATED AND TAKE BREAKS AS NEEDED DURING YOUR WORKOUT.
5. RESPECT OTHERS' SPACE AND EQUIPMENT, AND BE MINDFUL OF GYM ETIQUETTE.
6. LISTEN TO YOUR BODY AND AVOID PUSHING YOURSELF BEYOND YOUR LIMITS.
7. IF UNSURE ABOUT HOW TO USE A PIECE OF EQUIPMENT, ASK GYM STAFF FOR ASSISTANCE.
8. AFTER FINISHING YOUR WORKOUT, COOL DOWN AND STRETCH TO AID RECOVERY AND PREVENT MUSCLE SORENESS.
9. CLEAN UP AFTER YOURSELF AND RETURN EQUIPMENT TO ITS DESIGNATED AREA.
10. REPORT ANY SAFETY CONCERNS OR EQUIPMENT MALFUNCTIONS TO GYM STAFF PROMPTLY.



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF YOGA BALL

1. **SIZE SELECTION:** CHOOSE THE APPROPRIATE SIZE OF THE YOGA BALL BASED ON YOUR HEIGHT.
2. **INFLATION:** INFLATE THE BALL TO THE RECOMMENDED SIZE, ENSURING IT'S FIRM BUT NOT OVERLY INFLATED.
3. **STABILITY:** SIT ON THE CENTER OF THE BALL, MAINTAINING BALANCE AND A NEUTRAL SPINE.
4. **ENGAGE CORE:** ACTIVATE CORE MUSCLES TO STABILIZE YOUR BODY DURING EXERCISES.
5. **CORRECT POSTURE:** MAINTAIN PROPER POSTURE DURING EXERCISES, ALIGNING YOUR SPINE AND AVOIDING SLOUCHING.
6. **GRADUAL PROGRESSION:** START WITH BASIC EXERCISES AND GRADUALLY PROGRESS TO MORE CHALLENGING ONES.
7. **SMOOTH MOVEMENTS:** PERFORM EXERCISES WITH CONTROLLED AND FLUID MOTIONS TO ENHANCE FLEXIBILITY AND STRENGTH.
8. **SAFETY:** PLACE THE YOGA BALL ON A NON-SLIP SURFACE TO PREVENT SLIPPING DURING EXERCISES.
9. **BREATHING:** COORDINATE YOUR BREATH WITH MOVEMENTS FOR INCREASED RELAXATION AND FOCUS.
10. **COOLDOWN:** CONCLUDE YOUR YOGA BALL WORKOUT WITH A COOLDOWN TO PROMOTE MUSCLE RECOVERY AND FLEXIBILITY.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF ROPE

- 1. SECURE ATTACHMENT:** ENSURE THE ROPE IS SECURELY ATTACHED TO THE ANCHOR POINT BEFORE STARTING EXERCISES.
- 2. GRIP:** HOLD THE ROPE WITH A FIRM YET COMFORTABLE GRIP, ADJUSTING HAND PLACEMENT BASED ON THE EXERCISE.
- 3. STABLE STANCE:** MAINTAIN A STABLE STANCE WITH FEET SHOULDER-WIDTH APART FOR BALANCE AND CONTROL.
- 4. SMOOTH MOVEMENTS:** EXECUTE ROPE EXERCISES IN A CONTROLLED AND SMOOTH MANNER TO AVOID STRAIN AND MAXIMIZE EFFECTIVENESS.
- 5. ENGAGE CORE:** ACTIVATE CORE MUSCLES TO ENHANCE STABILITY AND SUPPORT PROPER POSTURE THROUGHOUT MOVEMENTS.
- 6. GRADUAL PROGRESSION:** START WITH LIGHTER RESISTANCE AND PROGRESSIVELY INCREASE INTENSITY AS YOUR STRENGTH IMPROVES.
- 7. FULL RANGE OF MOTION:** PERFORM EXERCISES THROUGH A COMPLETE RANGE OF MOTION FOR OPTIMAL RESULTS.
- 8. BALANCE LOAD:** ENSURE EQUAL DISTRIBUTION OF FORCE ON BOTH SIDES OF YOUR BODY TO PREVENT IMBALANCE.
- 9. BREATHING:** MAINTAIN A STEADY BREATHING RHYTHM TO ENHANCE FOCUS, ENDURANCE, AND OVERALL PERFORMANCE.
- 10. COOLDOWN:** CONCLUDE YOUR WORKOUT WITH A COOLDOWN TO AID MUSCLE RECOVERY AND REDUCE THE RISK OF SORENESS.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF RESISTANCE BANDS

1. **CHECK INTEGRITY:** ENSURE THE RESISTANCE BANDS ARE FREE FROM TEARS OR DAMAGE BEFORE USE.
2. **ANCHORING:** SECURELY ANCHOR THE RESISTANCE BAND TO A STABLE SURFACE OR OBJECT.
3. **GRIP:** HOLD THE RESISTANCE BAND WITH A FIRM GRIP TO MAINTAIN CONTROL DURING EXERCISES.
4. **PROPER ALIGNMENT:** POSITION YOURSELF IN ALIGNMENT WITH THE DIRECTION OF RESISTANCE FOR EACH EXERCISE.
5. **SMOOTH MOVEMENTS:** PERFORM EXERCISES WITH CONTROLLED AND FLUID MOTIONS TO AVOID SNAPPING OR INJURY.
6. **PROGRESSION:** GRADUALLY INCREASE RESISTANCE OR DIFFICULTY TO CONTINUE CHALLENGING YOUR MUSCLES.
7. **VARIETY:** UTILIZE A VARIETY OF RESISTANCE BAND EXERCISES TO TARGET DIFFERENT MUSCLE GROUPS AND MOVEMENT PATTERNS.
8. **SAFETY:** BE MINDFUL OF THE TENSION IN THE BAND TO AVOID OVERSTRETCHING OR SNAPPING.
9. **BREATHING:** COORDINATE YOUR BREATHING WITH EACH MOVEMENT TO ENHANCE PERFORMANCE AND STABILITY.
10. **COOLDOWN:** INCORPORATE A COOLDOWN AFTER USING RESISTANCE BANDS TO PROMOTE MUSCLE RECOVERY AND REDUCE POTENTIAL SORENESS.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF BALANCE BELL

- 1. START WITH STABILITY:** BEGIN WITH A LIGHT WEIGHT OR NO WEIGHT TO FOCUS ON MASTERING BALANCE AND STABILITY.
- 2. CORRECT GRIP:** HOLD THE BALANCE BELL WITH A FIRM YET COMFORTABLE GRIP TO MAINTAIN CONTROL DURING EXERCISES.
- 3. STABLE STANCE:** STAND WITH FEET SHOULDER-WIDTH APART OR AS DIRECTED BY SPECIFIC EXERCISE REQUIREMENTS.
- 4. ENGAGE CORE:** ACTIVATE CORE MUSCLES TO ENHANCE STABILITY AND SUPPORT PROPER POSTURE THROUGHOUT MOVEMENTS.
- 5. SMOOTH MOVEMENTS:** EXECUTE EXERCISES WITH CONTROLLED AND FLUID MOTIONS TO AVOID STRAIN AND MAXIMIZE EFFECTIVENESS.
- 6. PROGRESS GRADUALLY:** START WITH BASIC EXERCISES AND GRADUALLY PROGRESS TO MORE CHALLENGING VARIATIONS AS PROFICIENCY INCREASES.
- 7. FOCUS ON FORM:** PAY ATTENTION TO PROPER FORM AND TECHNIQUE TO PREVENT INJURY AND MAXIMIZE BENEFITS.
- 8. BALANCE LOAD:** ENSURE EQUAL DISTRIBUTION OF WEIGHT AND FORCE TO AVOID STRAIN OR IMBALANCE.
- 9. BREATHING:** MAINTAIN A STEADY BREATHING RHYTHM TO ENHANCE FOCUS, ENDURANCE, AND OVERALL PERFORMANCE.
- 10. COOLDOWN:** CONCLUDE YOUR WORKOUT WITH A COOLDOWN TO AID MUSCLE RECOVERY AND REDUCE THE RISK OF SORENESS.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF STATIONARY BIKE

- 1. ADJUSTMENT:** SET THE SEAT HEIGHT AND HANDLEBAR POSITION TO ENSURE PROPER ALIGNMENT WITH YOUR BODY.
- 2. WARM-UP:** START WITH A LIGHT WARM-UP TO PREPARE YOUR MUSCLES FOR THE WORKOUT.
- 3. MAINTAIN POSTURE:** SIT UPRIGHT WITH A RELAXED GRIP ON THE HANDLEBARS AND YOUR BACK SUPPORTED BY THE SEAT.
- 4. START SLOW:** BEGIN PEDALING AT A COMFORTABLE PACE AND GRADUALLY INCREASE RESISTANCE OR SPEED AS YOU WARM UP.
- 5. FOCUS ON FORM:** PEDAL WITH SMOOTH, CONTROLLED MOVEMENTS, AVOIDING BOUNCING OR EXCESSIVE SWAYING.
- 6. USE PEDALS PROPERLY:** PUSH DOWN AND PULL UP ON THE PEDALS EVENLY TO ENGAGE BOTH LEG MUSCLES.
- 7. MONITOR INTENSITY:** KEEP TRACK OF YOUR HEART RATE AND ADJUST RESISTANCE OR SPEED TO STAY WITHIN YOUR TARGET ZONE.
- 8. BREATHING:** MAINTAIN STEADY BREATHING THROUGHOUT THE WORKOUT TO ENHANCE ENDURANCE AND FOCUS.
- 9. COOLDOWN:** GRADUALLY REDUCE RESISTANCE AND PACE TOWARDS THE END OF YOUR SESSION TO ALLOW YOUR HEART RATE TO RETURN TO NORMAL.
- 10. HYDRATE:** DRINK WATER BEFORE, DURING, AND AFTER YOUR STATIONARY BIKE WORKOUT TO STAY HYDRATED AND SUPPORT PERFORMANCE.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF TREAD MILLS

1. **WARM-UP:** START WITH A LIGHT WARM-UP TO PREPARE YOUR MUSCLES AND JOINTS FOR THE WORKOUT.
2. **ADJUST SETTINGS:** SET THE SPEED AND INCLINE ACCORDING TO YOUR FITNESS LEVEL AND WORKOUT GOALS.
3. **MAINTAIN POSTURE:** STAND UPRIGHT WITH A SLIGHT FORWARD LEAN, KEEPING YOUR SHOULDERS RELAXED AND CORE ENGAGED.
4. **START SLOW:** BEGIN AT A COMFORTABLE PACE AND GRADUALLY INCREASE SPEED OR INCLINE AS YOU WARM UP.
5. **STAY CENTERED:** MAINTAIN YOUR BALANCE BY STAYING CENTERED ON THE TREADMILL BELT AND AVOIDING LEANING TOO FAR FORWARD OR BACKWARD.
6. **USE HANDRAILS SPARINGLY:** MINIMIZE RELIANCE ON HANDRAILS TO ENGAGE YOUR CORE AND MAINTAIN PROPER FORM.
7. **FOCUS ON STRIDE:** TAKE NATURAL, EVEN STRIDES, LANDING SOFTLY ON THE BALLS OF YOUR FEET TO REDUCE IMPACT.
8. **MONITOR HEART RATE:** KEEP AN EYE ON YOUR HEART RATE AND ADJUST INTENSITY ACCORDINGLY TO STAY WITHIN YOUR TARGET ZONE.
9. **COOL DOWN:** GRADUALLY DECREASE SPEED AND INCLINE TOWARDS THE END OF YOUR WORKOUT TO ALLOW YOUR HEART RATE TO RETURN TO NORMAL.
10. **HYDRATE:** REMEMBER TO DRINK WATER BEFORE, DURING, AND AFTER YOUR TREADMILL SESSION TO STAY HYDRATED.



BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF BENCH PRESS

- 1. SETUP: POSITION YOURSELF ON THE BENCH WITH YOUR FEET FLAT ON THE FLOOR AND YOUR BACK ARCHED SLIGHTLY.**
- 2. GRIP: GRAB THE BAR WITH A GRIP SLIGHTLY WIDER THAN SHOULDER-WIDTH APART, ENSURING A SECURE HOLD.**
- 3. LOWERING THE BAR: LOWER THE BARBELL TO YOUR CHEST IN A CONTROLLED MANNER, KEEPING YOUR ELBOWS AT A 45-DEGREE ANGLE.**
- 4. PUSHING UP: PUSH THE BARBELL UPWARD EXPLOSIVELY, EXTENDING YOUR ARMS FULLY BUT WITHOUT LOCKING YOUR ELBOWS.**
- 5. BREATHING: INHALE AS YOU LOWER THE BARBELL AND EXHALE AS YOU PUSH IT BACK UP.**
- 6. SPOTTER: USE A SPOTTER, ESPECIALLY WITH HEAVY WEIGHTS, TO ENSURE SAFETY AND ASSISTANCE IF NEEDED.**
- 7. STABILITY: KEEP YOUR BODY STABLE THROUGHOUT THE EXERCISE BY ENGAGING YOUR CORE AND PRESSING YOUR FEET INTO THE GROUND.**
- 8. CONTROLLED MOVEMENT: AVOID BOUNCING THE BAR OFF YOUR CHEST OR USING MOMENTUM TO LIFT IT.**
- 9. WARM-UP: ALWAYS WARM UP YOUR CHEST, SHOULDERS, AND TRICEPS BEFORE BENCH PRESSING TO PREVENT INJURY.**
- 10. COOLDOWN: CONCLUDE YOUR WORKOUT WITH A COOLDOWN TO PROMOTE MUSCLE RECOVERY AND PREVENT SORENESS.**



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF MACHINE CABLE (PULL DOWN)

- 1. ADJUSTMENT:** SET THE MACHINE TO YOUR HEIGHT AND ENSURE PROPER ALIGNMENT WITH YOUR BODY.
- 2. GRIP:** HOLD THE HANDLES WITH AN OVERHAND GRIP, SLIGHTLY WIDER THAN SHOULDER-WIDTH APART.
- 3. POSTURE:** SIT UPRIGHT WITH YOUR CHEST UP AND SHOULDERS BACK TO MAINTAIN PROPER SPINAL ALIGNMENT.
- 4. INITIATE MOVEMENT:** PULL THE HANDLES DOWN TOWARDS YOUR CHEST IN A CONTROLLED MANNER, ENGAGING YOUR LATS.
- 5. FULL RANGE OF MOTION:** LOWER THE HANDLES UNTIL YOUR ELBOWS ARE FULLY EXTENDED, THEN RETURN TO THE STARTING POSITION.
- 6. AVOID JERKING:** CONTROL THE MOVEMENT THROUGHOUT THE EXERCISE, AVOIDING SUDDEN JERKS OR MOMENTUM.
- 7. BREATHING:** EXHALE AS YOU PULL THE HANDLES DOWN AND INHALE AS YOU RETURN TO THE STARTING POSITION.
- 8. STABILITY:** KEEP YOUR CORE ENGAGED THROUGHOUT THE EXERCISE TO STABILIZE YOUR BODY.
- 9. ADJUST WEIGHT:** CHOOSE A WEIGHT THAT ALLOWS YOU TO PERFORM 8-12 REPETITIONS WITH PROPER FORM.
- 10. COOLDOWN:** CONCLUDE YOUR WORKOUT WITH A COOLDOWN TO PROMOTE MUSCLE RECOVERY AND PREVENT INJURY.



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services



FITNESS GYM

PROPER USE OF BARS

- 1. CHECK EQUIPMENT: ENSURE THE BAR IS SECURELY LOADED AND PROPERLY MAINTAINED.**
- 2. GRIP POSITION: MAINTAIN A FIRM AND COMFORTABLE GRIP ON THE BAR TO PREVENT SLIPPAGE.**
- 3. CORRECT ALIGNMENT: ALIGN THE BAR WITH YOUR BODY'S MIDLINE DURING EXERCISES FOR OPTIMAL FORM.**
- 4. CONTROLLED MOVEMENT: LIFT AND LOWER THE BAR IN A CONTROLLED MANNER TO AVOID INJURY.**
- 5. SPOTTER: USE A SPOTTER FOR HEAVY LIFTS TO ENSURE SAFETY AND ASSISTANCE IF NEEDED.**
- 6. WARM-UP: ALWAYS WARM UP BEFORE USING THE BAR TO PREPARE MUSCLES AND JOINTS.**
- 7. PROPER TECHNIQUE: EXECUTE EXERCISES WITH CORRECT TECHNIQUE TO MAXIMIZE EFFECTIVENESS AND PREVENT INJURY.**
- 8. PROGRESSION: GRADUALLY INCREASE WEIGHT TO CHALLENGE YOURSELF, BUT MAINTAIN PROPER FORM.**
- 9. REST PERIODS: ALLOW ADEQUATE REST BETWEEN SETS TO RECOVER AND MAINTAIN PERFORMANCE.**
- 10. COOLDOWN: FINISH WITH A COOLDOWN TO PROMOTE MUSCLE RECOVERY AND REDUCE THE RISK OF INJURY.**



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF DUMBBELLS

1. **SELECT APPROPRIATE WEIGHT:** CHOOSE DUMBBELLS THAT ALLOW YOU TO PERFORM EXERCISES WITH PROPER FORM AND CONTROL.
2. **WARM-UP:** ALWAYS START WITH A WARM-UP TO PREPARE MUSCLES FOR THE WORKOUT.
3. **FOCUS ON FORM:** MAINTAIN PROPER FORM THROUGHOUT THE EXERCISE TO PREVENT INJURY AND MAXIMIZE EFFECTIVENESS.
4. **CONTROLLED MOVEMENTS:** AVOID SWINGING OR JERKING MOTIONS; CONTROL THE MOVEMENT BOTH UP AND DOWN.
5. **FULL RANGE OF MOTION:** EXECUTE EXERCISES THROUGH THE FULL RANGE OF MOTION FOR OPTIMAL MUSCLE ACTIVATION.
6. **BALANCE:** KEEP BALANCE AND STABILITY BY ENGAGING CORE MUSCLES AND DISTRIBUTING WEIGHT EVENLY.
7. **BREATHE:** REMEMBER TO BREATHE STEADILY AND RHYTHMICALLY DURING EACH REPETITION.
8. **REST PERIODS:** ALLOW ADEQUATE REST BETWEEN SETS TO RECOVER AND MAINTAIN INTENSITY.
9. **VARIETY:** INCORPORATE A VARIETY OF EXERCISES TO TARGET DIFFERENT MUSCLE GROUPS AND PREVENT PLATEAUS.
10. **COOLDOWN:** FINISH WITH A COOLDOWN TO HELP MUSCLES RECOVER AND REDUCE THE RISK OF SORENESS.



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.



BATAAN PENINSULA STATE UNIVERSITY-ORANI CAMPUS

Office of the Physical Plant and Engineering Services

FITNESS GYM

PROPER USE OF PLATES

- 1. CHECK FORM: PRIORITIZE PROPER FORM OVER HEAVY WEIGHTS TO PREVENT INJURIES.**
- 2. START LIGHT: BEGIN WITH A MANAGEABLE WEIGHT AND GRADUALLY INCREASE TO AVOID STRAIN.**
- 3. FULL RANGE OF MOTION: EXECUTE EXERCISES THROUGH A COMPLETE RANGE OF MOTION FOR EFFECTIVENESS.**
- 4. BALANCE LOAD: DISTRIBUTE WEIGHTS EVENLY ON EACH SIDE OF THE BARBELL FOR STABILITY.**
- 5. SUPERVISION: SEEK GUIDANCE FROM A FITNESS PROFESSIONAL TO ENSURE CORRECT TECHNIQUE.**
- 6. WARM-UP: ALWAYS WARM UP BEFORE LIFTING TO PREPARE MUSCLES AND JOINTS FOR THE WORKOUT.**
- 7. REST INTERVALS: ALLOW ADEQUATE REST BETWEEN SETS TO PREVENT FATIGUE AND MAINTAIN FORM.**
- 8. LISTEN TO YOUR BODY: STOP IF YOU FEEL PAIN BEYOND NORMAL MUSCLE FATIGUE; PRIORITIZE SAFETY.**



Management System
ISO 9001:2015
www.tuv.com
ID: S108037000

BPSU-ORANI CAMPUS | PPES

Bayan, Orani, Bataan 2112 PH
Email: ppes_oc@bpsu.edu.ph

Vision: An inclusive and sustainable University recognized for its global academic excellence.
Mission: To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension, and production through Change Drivers and responsive policies.