



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS UNITED STATES AIR FORCE  
WASHINGTON DC

5 Jan 23

MEMORANDUM FOR ALMAJCOM-FOA/CC

FROM: HQ USAF/A1  
1040 AIR FORCE PENTAGON  
WASHINGTON, D.C. 20330-1040

SUBJECT: Body Composition Program Policy Memo

Reference: DoDI 1308.03 *DoD Physical Fitness/Body Composition Program*, 10 Mar 22

Effective 5 January 2023, in accordance with DoDI 1308.03 *DoD Physical Fitness/Body Composition Program*, which mandates military services establish body composition requirements for service members to ensure physical readiness, the Air Force will implement a new Body Composition Program (BCP) replacing the abdominal circumference measurement removed from the Physical Fitness Assessments in December 2020. The BCP requires Air Force military members to complete an annual Body Composition Assessment (BCA) within their birth month and uses the Waist-to-Height Ratio (WHtR) to calculate body composition by dividing waist circumference by height.

Implementation of the BCP for the Air Force starts on 1 April 2023, with a one-year adaptation period. Administrative actions are not authorized based solely on the results of BCAs assessed in the adaptation period. The initial recorded BCA is considered a “baseline assessment.” Continual evaluation is conducted of the BCP during the adaptation period. The assessment implemented provides a military standard for body composition and an associated health risk to meet Air Force service requirements:

- a. Meeting Standard (Low-Moderate Risk): (WHtR < 0.55)
- b. Not Meeting Standard (High Risk): (WHtR ≥ 0.55)

The BCP is a unit commander driven program. Units will adhere to the following policy when administering the BCP.

Commanders or equivalents will:

- a. Execute, enforce, and ensure administration of BCA across the unit by providing safe facilities and equipment, necessary resources, and funding to support the BCP.
- b. Identify male and female Body Composition Managers (BCM) within units to administer BCAs and manage the IT system platform (myBodyComp) for their unit/PAS Code. Units must have at least one of each gender; there is no grade requirement.
- c. Purchase required equipment (e.g., non-stretch tape measure in inches).
- d. Enroll Airmen initially identified during the adaptation period with a WHtR of ≥ 0.55 into a 12-month required informal self-directed Body Composition Improvement Program (BCIP) using the DAF Form 108, *Department of the Air Force Fitness Education and Intervention Processing* until publication of the new DAF Form 113, *Department of the Air Force Body Composition Assessment Scorecard and Intervention Worksheet*.

(1) Enrollment in the informal self-directed BCIP is not considered a failure to meet the BCP standard. Commanders will not take administrative actions during the informal self-directed BCIP.

- d. Encourage compliance with the body composition improvement plan developed by Airmen and reassess WHtR after completing the informal self-directed BCIP.
- e. Enroll Airmen in a formal self-directed BCIP after subsequent failures to achieve BCP standards using the DAF Form 108 until publication of the new DAF Form 113.

(1) Enrollment in the formal self-directed BCIP is considered the first failure to meet the BCP standard. Reassessments will be conducted during the next birth month or 12 months from the last BCA.

- f. When no medical condition exists that would preclude Airmen from meeting the BCP standard, consider administrative actions to include separation for repeated failures.

BCMs will:

- a. Attend mandatory training before executing duties as required by the BCP. Training dates are forthcoming via MyPers messaging.
- b. Administer BCAs within the unit and only assess members of the same gender. BCMs will utilize members' gender reflected in Military Personnel Data System for BCAs.
- c. Input WHtR results into myBodyComp to include exemptions.
- d. Communicate program requirements (e.g., body composition improvement plan) for Airmen enrolled in informal and formal self-directed BCIP and assist members using the DAF Form 108 until publication of the new DAF Form 113.
- e. Provide unit BCP metrics and reports available in the myBodyComp platform to the unit commander upon request.
- f. Inform the unit commander of Airmen who do not meet program requirements (i.e., overdue BCA, not meeting BCP standards, non-compliance with program requirements).

Airmen will:

- a. Assess annually within their birth month or 12 months (out-of-cycle assessment).
  - (1) To ensure decoupling of the Physical Fitness Assessment (PFA) and to allow for mission and personal flexibility, members may opt to accomplish their BCA one calendar month before their birth month or reassessment date.
  - (2) BCAs will not be taken when a member is provided a deployment, commander, or ARC non-participating exemption. Members are required to accomplish a BCA within two months after the exemption expiration. Note: all members will have a BCA taken when on a medical restriction unless a profile (AF Form 469, *Duty Limiting Condition Report*) indicates a BCA exemption.
- b. Complete the following if identified with a WHtR of  $\geq 0.55$ :
  - (1) Enroll in the 12-month informal self-directed BCIP and reassess WHtR upon completion.

- (2) Schedule a medical evaluation and assessment for risk factors with their Medical Treatment Facility. ARC members will schedule a medical records review with the Reserve Medical Unit/Guard Medical Unit.
  - (3) Review the Health and Readiness Optimization (HeRO) Body Composition Guide, which provides information and resources on achieving a healthy body composition.
  - (4) Develop a body composition improvement action plan that outlines the strategy, resources, and counseling options the member will use and submit it to the BCM and unit commander.
- b. Complete the following if identified as not meeting standards (WHtR  $\geq$  0.55) after completion of the informal self-directed program:
- (1) Enroll in the formal self-directed BCIP.
  - (2) Review, continue, and/or adjust body composition improvement plan utilizing resources to achieve the BCP standard (e.g., Medical, HeRO Guide, local helping agencies).
  - (3) Reassess WHtR during the next birth month or 12 months from the last BCA (out-of-cycle assessment).
  - (4) Re-enroll in formal self-directed BCIP if identified as failing to meet standard after subsequently meeting standard.

The U.S. Space Force will implement its service-specific requirements in separate guidance. Guidance for AFR members will be provided in subsequent messages and addressed in the forthcoming frequently asked questions (FAQs). Address questions pertaining to this memorandum to [AF.A1PP.Workflow@us.af.mil](mailto:AF.A1PP.Workflow@us.af.mil).

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