



AQUATICS (SOP)

STANDARDS OF OPERATIONS

HOURS OF OPERATION

FACILITY	LOCATION	HOURS	SEASON
WALKER AQUATICS CENTER	CAMP WALKER BLDG S-265	MONDAY: 0600 TO 0800 PRT ONLY CLOSED FOR MAINTENANCE TUESDAY – FRIDAY: 0600 TO 1900 WEEKENDS & US HOLIDAYS: 1100 TO 1800	ALL YEAR ROUND
CARROLL OUTDOOR POOL	CAMP CARROLL BLDG S-162	MONDAY & FRIDAY: 1200 TO 1900 TUESDAY & THURSDAY: CLOSED WEDNESDAY: 0600 TO 1300 WEEKENDS & US & TRNG HOLIDAYS: 1200 TO 1900	MAY (MEMORIAL DAY) TO SEPTEMBER (LABOR DAY)

1. PURPOSE & REFERENCES:

1.1 This SOP establishes policies and procedures for the operation of the Camp Walker Indoor Pool (Bldg. S-265) and Camp Carroll Outdoor Pool (Bldg. S-162). It aims to ensure safety, proper facility use, and clear responsibility for all personnel.

a) **References:** AR 215-1, AR 215-3, TB MED 575, TM 5-662, DA Pam 385-40.

2. PATRON ELIGIBILITY & GUEST POLICY:

2.1 **Eligibility:** Open to authorized personnel per AR 215-1. 100% ID check required for all patrons.

- a) Active-Duty Military and their family members, Retirees, All SOFA Status members that have a valid access ID Card, Local Nationals that have an access ID card (see **APPENDIX D**)
- b) **Guests:** Guest fees apply (see **APPENDIX A**). Sponsors are fully responsible for guest conduct. Must be 18+ to sponsor guests.

3. CHAIN OF COMMAND & RESPONSIBILITIES:

3.1 In case of emergency, contact in order:

- a) Lifeguard
- b) Senior Lifeguard (Swimming Pool Specialist)
- c) Assistant Aquatics Manager
- d) Aquatics & Wellness Program Manager
- e) Chief of Sports, Fitness, and Aquatics

4. KEY RESPONSIBILITIES:

4.1 **Aquatics & Wellness Program Manager:** Overall program oversight, policy development, training, facility maintenance, and coordination with relevant agencies.

4.2 **Assistant Aquatics Manager:** Supports the Aquatics & Wellness Program Manager, ensures compliance, manages daily operations, and acts as the facility lead in the Manager's absence.

4.3 **Lead Lifeguard (Swimming Pool Specialist):** Supervises lifeguards, enforces rules, and assists with training.

4.4 **Lifeguard:** Primary responsibility for patron safety, enforcing rules, and responding to emergencies.

5. POOL RULES & CONDUCT

GENERAL POOL RULES:

- 5.1 **Lifeguard Authority:** Lifeguards have final authority on all safety and conduct matters.
- 5.2 **Respectful Conduct:** Abusive or profane language is prohibited.
- 5.3 **Safe Behavior:** Running, dangerous play, and hanging on lane lines are prohibited.

HEALTH & HYGIENE:

- 5.4 **No open wounds** allowed
- 5.5 **Shower** before entering the pool
- 5.6 **Swim diapers** required for children 2 and under
- 5.7 **Appropriate Attire:** Appropriate swimwear required. No cut-offs
- 5.8 **Supervision:** Children 12 and under require adult supervision
- 5.9 **Equipment:** Use kickboards, buoys, etc., only for lap swimming/exercise
- 5.10 **Flotation Device:** ONLY U.S. Coast Guard approved personal life jackets can be used with parental supervision in the water. Personal flotation devices must be approved by lifeguards. Non-swimmers cannot go into water deeper than 5 feet or 1.5 meters. Children who require personal flotation devices (PFD) must always be within arm's reach of an adult. Swimming tests may be given by lifeguards to determine if patron is a non-swimmer (see **APPENDIX D** for swim test)
- 5.11 **Food & Drink:** Only plastic water bottles allowed in the pool area. Food & drink consumed in authorized picnic/eating areas only.
- 5.12 **Prohibited Items:** No alcohol, smoking, glass containers, or pets allowed.

6. SPECIFIC RULES (SLIDES, DIVING BOARDS & JACUZZI):

SLIDES:

- 6.1 Lifeguard swim test required before use.
- 6.2 Feet-first sliding only. No twisting or balling up.
- 6.3 Wait for lifeguard signal before sliding.
- 6.4 Clear the exit area immediately.
- 6.5 One person at a time. No buckles or zippers on swimwear.

DIVING BOARD:

- 6.6 Only One person allowed on the Diving Board at any given time.
- 6.7 Before diving, ensure surrounding area is clear of all swimmers.
- 6.8 Only forward motion dives are allowed off the diving board, not to the sides.
- 6.9 No backflips or back dives. No running.
- 6.10 Clear the impact zone immediately.
- 6.11 Wait for lifeguard signal before diving.

JACUZZI (13+ only):

6.12 Consult a physician if pregnant, elderly, or have health conditions. No alcohol or drugs allowed. Children 13 to 15 must be with parent//guardian supervision. 12 years and younger cannot use the jacuzzi. This includes sitting on the edge with feet in the water (See APPENDIX D).

7. RECTRAC REGISTRATION:

7.1 All authorized users must be registered in RECTRAC with a valid government-issued ID (Active Duty ID, Retiree ID, etc.).

7.2 RECTRAC is used for tracking patronage data and supporting facility reinvestment. Information provided is voluntary but may delay service if not provided.

SAFETY & EMERGENCY PROCEDURES

8. Emergency Action Plan (EAP):

8.1 Whistle Signals:

- a) 1 short blast: Attention
- b) 2 short blasts: Lifeguard/Staff Attention
- c) 3 short blasts: Emergency – Activate EAP
- d) 1 long blast: Clear the pool

8.2 Follow posted facility EAP.

8.3 Report all incidents to the Aquatics & Wellness Program Manager.

9. EMERGENCY SITUATIONS (CLEAR THE POOL):

9.1 Inclement Weather: Pool will be cleared during heavy rain/storms. Follow USAG Daegu/American Red Cross guidelines for lightning safety (see **APPENDIX D**).

9.2 Fire: Evacuate, dial 911, and use fire extinguishers if safe.

9.3 Vomit/Fecal Matter/Severe Bleeding: Clear the pool, test water chemistry, notify management, and follow disinfection procedures (chlorine levels as outlined in original SOP).

9.4 Loose Fecal Matter: Pool closed for 24 hours, notify DPW & Preventative Medicine, follow disinfection procedures.

9.5 Spills (Body Fluids): Clean and disinfect immediately with bleach solution.

9.6 Water Chemistry: Maintain proper chlorine (1.0-5.0 ppm) and pH (7.2-7.8) levels.

9.7 Water Temperature: Indoor Pool and Outdoor Pools if heated should be between 78- and 82-degrees F / Jacuzzi shall not exceed 104 degrees F.

9.8 Low Visibility: Clear the pool if bottom is not visible.

9.9 Power Outage: Clear the pool, ensure patron safety, and notify management.

MAINTENANCE & CONTACT INFORMATION

10. FACILITY MAINTENANCE & SANITATION:

10.1 Regular inspections will be conducted to ensure cleanliness and safety

10.2 Water testing will be performed regularly (every 2 hrs.) to maintain proper chemistry (see **APPENDIX B**)

10.3 Equipment will be inspected and maintained according to schedule

11. LIFEGUARD DUTIES (SUMMARY) (TB MED 575 & AR 215-1):

11.1 Enforce Safety, including Bather Load: Carroll Outdoor Pool: 126 / Walker Aquatics Center: 108 (Main Pool), 16 (Spa), 20 (Wadding Pool)

11.2 Check rescue equipment daily and prepare for daily operations using opening checklist

11.3 Enforce rules (see **APPENDIX D**)

11.4 Respond to emergencies / Provide First Aid (EAP & 9-1-1)

11.5 Maintain surveillance

11.6 Keep facility clean (see **APPENDIX C**)

11.7 Perform water tests every 2 hours (Main Pool & Wadding Pools) and every 1 hour (Spa) and record as specified

11.8 Participate during all In-Service training

11.9 Swim 500 meters during duty day IAW AR 215-1

11.10 Follow all Internal Control & Physical Security policies

12. DPW WATER TREATMENT DUTIES (SUMMARY):

12.1 Maintenance, Repairs, and Alterations of the Swimming Pools IAW TM 5-662 and TB MED 575

12.2 Maintains proper operations of the Chemical / Pump Room to ensure circulation, Chemical Balance (pH & Chlorine), Safety Data Sheets (SDS), Breakpoint Chlorination, Backwash, etc.

13. POINT OF CONTACT: Is the Aquatics Manager, Mr. Kim, Kyoung Ok @ DSN 763-2280 or email at kyoungok.kim3.ln@army.mil (ACTING).

JAMES O. MATHIS
CHIEF of Sports, Fitness & Aquatics, NF-4
USAG Daegu

Appendix D

ELEIGIBILITY

- **Authorized SOFA users and Retiree's are defined as:** U.S. Military, U.S. Civilian Employee, Invited Contractor, U.S. Military and U.S. DOD Civilian Retiree's
- **Local National users are defined as:** Any Local National employed by the U.S. Government that holds a base access I.D. card
- **Guest users are defined as:** All others not listed above, to include Non-SOFA visitors from outside Korea, regardless of citizenship, and family members of ROKA Service members that do not hold a base access I.D. card

INCLEMENT WEATHER

- **LIGHTNING/THUNDER**
 - Once Lightning is seen, Lifeguards will clear the pool
 - Lifeguards will monitor 'WeatherBug' APP and track lightning impacts. If lightning is within a 5-mile radius, keep pool clear of all swimmers / patrons and continue to monitor 'WeatherBug' APP until no strikes are within the 5-mile radius for 30 minutes

GENERAL RULES

- This facility is intended for Military personnel, Their families and other authorized members of the military community
- Lifeguards have the final authority in all matters pertaining to the rules and conduct of guests within the facility
- Abusive or profane language will result in the immediate dismissal from the facility (no refund will be given)
- Persons under the influence of alcohol and drugs will be asked to leave the facility (no refund will be given)
- No gum or glassware in the pool area
- Food and non-alcoholic beverages are authorized in the designated picnic areas only
- No diving in shallow end
- No excessive horseplay
- No pets allowed in pool area
- No hanging on lane dividers
- No running on pool deck
- Flotation devices can be used with parental supervision in the water within arms reach. Flotation devices **MUST** be U.S. Coast Guard approved
- Bathing suits/swim attire must be appropriate for a family atmosphere. No cut offs
- All patrons must shower before entering water
- Water guns used on unwilling patrons will be confiscated by Pool Staff and will be returned upon leaving
- Children who are not Potty-Trained must wear swim diapers. Regular diapers are not permitted
- Children 12 and under must be always accompanied by an adult (age 18 years or older)
- Daily use lockers are to be used during the hours of operation only and not over night
- Kindergarten age (5 years old) and older children must use sex appropriate shower, bath, and locker rooms IAW AR 215-1

Appendix D

SLIDE RULES

- Patrons must be 42" and taller to ride the slide
- Swimsuits must not have buttons, buckles, zippers or metallic materials
- Everyone must slide on their back, feet first
- Slide with ankles crossed and arms crossed over chest
- Only one (1) person on the slide at a time
- Be sure slide impact area is clear before sliding.
- Wait for Lifeguard signal before sliding
- Be sure to exit the slide area once done
- No running, pushing, climbing or other dangerous horseplay on the stairwell or slide area
- Children who require a lifejacket cannot slide
- Children under the age of 12 should not slide without an adult in attendance
- Caution should be always used while using the slide.
- Lifeguards have the final authority in all rules regarding the slide

DIVING BOARD RULES

- Only one (1) person allowed on the diving board at any given time
- Before diving, ensure the impact area and surrounding area is clear of all swimmers
- Only forward motion dives are allowed off the diving board, not to the sides
- No backflips or back dives
- No running on the diving board
- Clear the impact zone immediately
- Wait for lifeguard signal before diving

SWIM TEST

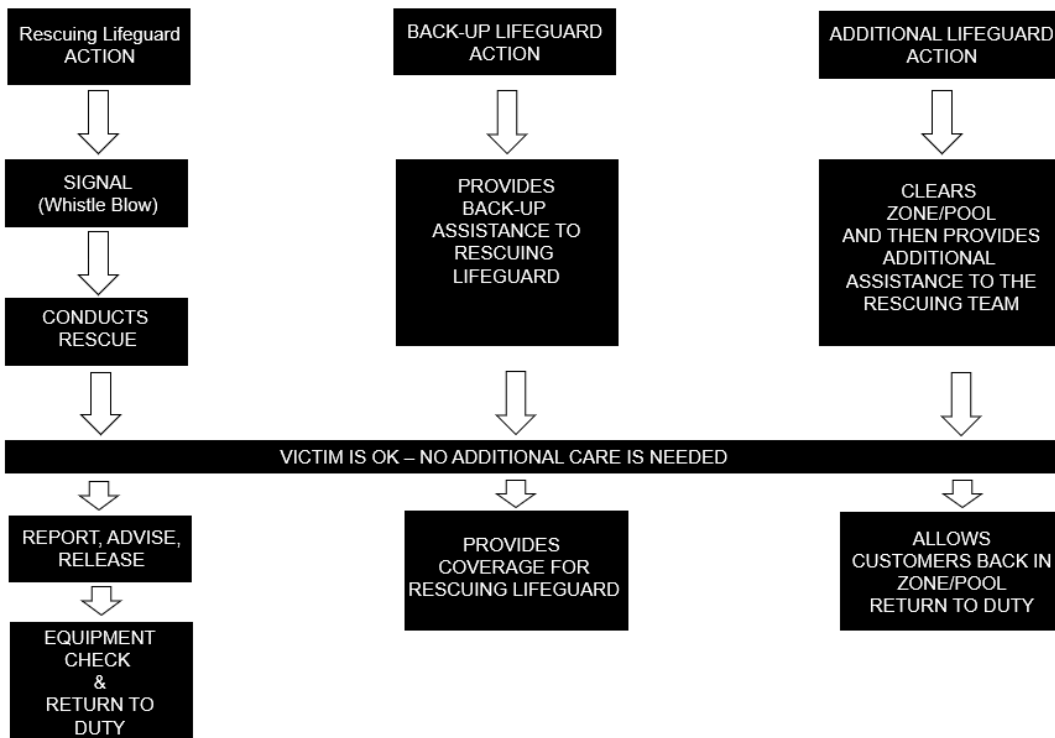
- Enter the water at the deep end (Fully Submerge)
- Tread water for 1 minute
- Swim 1 length of the pool
- Exit at the shallow end without using the ladder

Appendix E



Emergency Action Plan No Additional Care is Needed

1 Whistle Blow = WARNING 2 Whistle Blow's = LIFEGUARD ATTENTION 3 Whistle Blow's = EMERGENCY



Emergency Action Plan Resuscitative Care is Needed

1 Whistle Blow = WARNING 2 Whistle Blow's = LIFEGUARD ATTENTION 3 Whistle Blow's = EMERGENCY

