

# **Close Protection Pre-selection Physical Fitness Evaluation**

**Operations Manual**

*SECOND EDITION*

June 2025

Canadian Forces Morale and Welfare (CFMWS)

Personnel Support Programs (PSP)

<b>FOREWORD .....</b>	<b>4</b>
<b>CHAPTER 1: INTRODUCTION.....</b>	<b>5</b>
BACKGROUND .....	5
GENERAL.....	5
Evaluation summary .....	5
Evaluation timelines .....	6
Evaluation validity period .....	6
Evaluation attempts and failure .....	6
Evaluation duration.....	7
Performance standards.....	7
AIM. ....	7
REQUIREMENTS AND RESPONSIBILITIES .....	8
CP Pre-selection PFE Evaluator’s responsibilities .....	8
Candidate responsibilities.....	9
<b>CHAPTER 2: PRE-EVALUATION ADMINISTRATION .....</b>	<b>10</b>
EVALUATION SCHEDULING .....	10
INFORMATION PROTECTION .....	10
CP Pre-selection PFE Reporting Form (DND 2512) – Section A: Service Particulars .....	10
CP Pre-selection PFE Reporting Form (DND 2512) – Section B: Health Appraisal .....	11
EVALUATION SET-UP.....	11
Component 1: FORCE Circuit .....	11
Component 2: 100m Fireman’s Carry.....	12
INFORMATION BRIEFING.....	12
<b>CHAPTER 3: PROTOCOLS.....</b>	<b>15</b>
PROTOCOLS .....	15
Component 1: FORCE Circuit .....	15

Component 2: 100m Fireman's Carry.....	23
<b>CHAPTER 4: POST-EVALUATION ADMINISTRATION .....</b>	<b>26</b>
COOL-DOWN .....	26
EVALUATION RESULTS .....	26
CP Pre-selection PFE Reporting Form (DND 2512) – Section C .....	26
Component 1: FORCE Circuit .....	27
Component 2: 100m Fireman's Carry.....	27
CP Pre-selection PFE Reporting Form (DND 2512) – Section D .....	27
CP Pre-selection PFE Reporting Form (DND 2512) – Section E.....	28
PERFORMANCE STANDARDS.....	28
Component 1: FORCE Circuit .....	28
Component 2: 100m Fireman's Carry.....	28
PROCESSING EVALUATION RESULTS.....	28
<b>TOOLS .....</b>	<b>30</b>
TOOL 1: CP PRE-SELECTION PFE – REPORTING FORM (DND 2512) .....	30
TOOL 2: CP PRE-SELECTION PFE – EQUIPMENT LIST .....	31
TOOL 3: CP PRE-SELECTION PFE – SCRIPTS .....	32
Component 1: FORCE Circuit .....	32
Mandatory 5-minute Rest Period.....	32
Component 2: 100m Fireman's Carry.....	32
<b>ACRONYMS AND ABBREVIATIONS .....</b>	<b>34</b>
<b>REFERENCES .....</b>	<b>36</b>

## FOREWORD

1. The Second Edition of this Operations Manual has been prepared to provide instructions and guidance for conducting the Close Protection (CP) Pre-selection Physical Fitness Evaluation (PFE) for the purpose of pre-selection to the CP Operative Assessment Center (CPOAC). This evaluation is delivered at the base level as part of the application process.
2. The CP Pre-selection PFE was developed for the CPOAC, under the supervision of the Canadian Forces Morale and Welfare Services (CFMWS), Director of Programs (D Prog), Personnel Support Programs (PSP).
3. This new version of the manual replaces the first version from 2014. It is now the sole reference for conducting the CP Pre-selection PFE for the pre-selection of candidates to the CPOAC.
4. Revisions to this Operations Manual may occur by D Prog when required. The updated Operations Manual will be distributed formally after any review.
5. It is essential that the evaluation protocol and instructions provided in this Operations Manual be strictly adhered to and administered with care and attention in order to ensure valid and reliable results.
6. Evaluators must familiarize themselves with the instructions and ensure that each evaluation is conducted in the safest manner and environment possible.
7. Should you have any questions with the protocols or descriptions found within this Operations Manual, we ask that you contact your Manager, Fitness, Sports & Recreation (Mgr; FS&R) (or equivalent) or the D Prog office at [dfit-cphysd@cfmws.com](mailto:dfit-cphysd@cfmws.com).

Daryl Allard  
Director, Programs  
Personnel Support Programs (PSP)  
Canadian Forces Morale and Welfare Services (CFMWS)

# CHAPTER 1: INTRODUCTION

## Background

1. Close Protection (CP) is a specialty trade of the Military Police Officer role within the Canadian Armed Forces (CAF). In brief, the CAF's CP specialty trade has a rich history, emphasizing professionalism, security, and adaptability to safeguard Canadian interests.
2. As part of their process to access a CP role, they will, at some point, attend the Canadian Forces Protective Services Unit (CFPSU), a high readiness, specialized protective service organization. The CFPSU is responsible for conducting various special protective missions and tasks, ensuring security and safety for personnel and assets. It operates both domestically and abroad, supporting the Department of National Defence (DND) and the CAF.
3. More specifically, candidates aiming to access CP roles will be invited to the CPOAC.
4. In order to be invited to the CPOAC, candidates must undergo the CP Pre-selection PFE as part of the requirements.

## General

### Evaluation summary

5. The CP Pre-selection PFE has two (2) components, which are separated by a five (5) minute rest period.
  - a. **Component 1: FORCE Circuit**
    - i. The Fitness for Operational Requirements of Canadian Armed Forces Employment (FORCE) is delivered as a continuous circuit with mandatory 10-second transitions between each task, in the following order:
      1. Sandbag Lifts (SBL)
        - 10 seconds' transition

- 2. Intermittent Loaded Shuttle (ILS)
  - 10 seconds' transition
- 3. 20 metre Rushes (20mR)
  - 10 seconds' transition
- 4. Sandbag Drag (SBD)
- b. **Mandatory 5 minutes rest period**
- c. **Component 2: 100m Fireman's Carry**
  - i. The Fireman's Carry must be performed for a distance of 100 m carrying an ~86 kg casualty.

#### Evaluation timelines

- 6. The two (2) components of the CP Pre-selection PFE must be completed **one after the other**, starting with the **Component 1: FORCE Circuit** and followed by the **Component 2: 100m Fireman's Carry** and **separated by a 5-minute mandatory rest period**.

#### Evaluation validity period

- 7. The CP Pre-selection PFE must be completed **no more than six (6) months prior to the CPOAC** to be considered valid and acceptable. The CPOAC is typically held at the end of April (to be confirmed by a CANFORGEN); therefore, the test should be completed from November to April.

#### Evaluation attempts and failure

- 8. Regardless of the performance level achieved on the first attempt, CP candidates can re-attempt the CP Pre-selection PFE a second time to improve their score. **There should be at least 30 days in between evaluations, or less at the Evaluator's discretion. We highly recommend the CP Physical Preparation Program.** Candidates should allow for proper preparation and recovery in between evaluation

attempts and PSP Fitness Staff should be mindful of the time and resources used to administer such evaluations.

#### Evaluation duration

9. The CP Pre-selection PFE has two (2) components:

- a. The FORCE Circuit should take **approximately 10 minutes to administer** per candidate.
- b. The 100m Fireman's Carry component should take **approximately 2 minutes to administer** per candidate.
  - i. These timings are only related to test administration.

#### Performance standards

10. **The candidate must complete each component.** With the CPOAC being a competitive process, encourage candidates to perform their best in all components of the CP Pre-selection PFE.

a. **The FORCE Circuit**

- i. The minimum standard is **6 minutes (min) 6.0 seconds (sec) or less** for the FORCE Circuit to be performed, including the 3 x 10-second transitions between events.

b. **The 100m Fireman's Carry**

- i. 100m Fireman's Carry of an 86 kg casualty in **60 seconds or less.**

#### Aim

11. This Operations Manual provides guidance and direction to local PSP Fitness Staff on how to administer the CP Pre-selection PFE to CAF members. The Evaluators must follow the CP Pre-selection PFE protocols in the Operations Manual to ensure that the evaluation results are valid and reliable for all candidates.

## **Requirements and Responsibilities**

12. The following orders, directives, and publications are associated with the CP Pre-selection PFE and this Operations Manual:

- a. [DAOD 5045-0, Canadian Forces Personnel Support Programs;](#)
- b. Latest active version of the [FORCE Evaluation Operations Manual.](#)

### **CP Pre-selection PFE Evaluator's responsibilities**

13. The CP Pre-selection PFE is only administered by local PSP Fitness Staff after completing the qualification on-the-job(OJT). Annually, the PSP CPOAC Office of Primary Interest (OPI) will ensure that the local PSP Fitness Staff have the qualification training to administer the CP Pre-selection PFE. The Qualification Standard (QS) expires every two (2) years.
14. Ensure that the facility has all the required equipment and space to administer the CP Pre-selection PFE, prior to the evaluation. PSP Fitness Staff should consult [TOOL 2: CP Pre-selection PFE - Equipment List.](#)
15. We recommend that local PSP Fitness Staff are organized in such a manner as to ensure that the maximum ratio of one-to-one (1:1) Evaluator-Candidate is achieved to ensure a standardized delivery process.



16. Completion and accuracy of all sections of [TOOL 1: Close Protection \(CP\) Pre-selection Physical Fitness Evaluation](#)**Error! Bookmark not defined.** (PFE) Reporting Form.

17. Process and send the CP Pre-selection PFE Reporting Form of the completed evaluation in accordance with the detailed instructions in the section [Processing evaluation results](#) of this Operations Manual.

#### Candidate responsibilities

18. The candidate should have successfully completed a FORCE evaluation prior to attempting the CP Pre-selection PFE. It is important to note that this evaluation does not replace the FORCE evaluation.

19. Bring all necessary equipment and follow pre-evaluation guidelines, as per the [latest valid FORCE Evaluation Operations Manual – TOOL 6: Pre-FORCE Evaluation information and instructions](#).

20. Prepare for the CP Pre-selection PFE with the guidance of the Physical Fitness Preparation Program available to all candidates on the [CFMWS website](#).

21. Comply with the evaluation protocol as directed by the Evaluator.

## CHAPTER 2: PRE-EVALUATION ADMINISTRATION

### Evaluation Scheduling

1. The evaluation needs to be scheduled in advance via the PSP Fitness Coordinator or Fitness Instructor. Advise the candidates to consult the [CFMWS website](#) to learn more about the requirements.
2. Given that the **CP Pre-selection PFE performance results are valid for six (6) months and that the CPOAC is typically held in April**, the administration of the evaluation may start in November. Evaluation schedules / booking procedures will vary by location.

### Information Protection

3. Test results will be recorded on a **CP Pre-selection PFE Reporting Form (DND 2512)** and must be treated as Protected A once completed.
4. Firmly and legibly print all service particulars in the boxes located on the applicable Reporting Form. If a number has fewer digits than the allocated spaces on the form, use zeros, beginning at the left side. For example, record MOS ID of 00010 as 0001000000.

#### CP Pre-selection PFE Reporting Form (DND 2512) – Section A: Service Particulars

##### Section A: Service Particulars - Détails du service

Surname - Nom															Init.		Rank - Grade				Military ID - Piece d'identité militaire			
																					<input type="checkbox"/> Yes - Oui <input type="checkbox"/> No - Non			
DOB - DN (YYAA)				/ (MM)		/ (DJ)		Age - Âge			SN - NM													
Location - Lieu				Unit - Unité											UIC - CIU			MOS ID - ID SGMP						

Figure 2.1 CP Pre-selection PFE Reporting Form – Section A

## CP Pre-selection PFE Reporting Form (DND 2512) – Section B: Health Appraisal

5. Prior to attempting the CP Pre-selection PFE, the candidate must complete Section B: Health Appraisal. The Health Appraisal consists of questions that the candidate must carefully read and answer honestly, and to the best of their knowledge. This procedure is necessary to identify potential health issues that require a medical consultation prior to the evaluation.

- a. If filled out electronically, please note that once the candidate e-signs Section B, it will automatically lock Sections A and B.

### Section B: Health Appraisal - Évaluation de la santé

<p>This questionnaire is a screening tool to identify personnel for whom fitness evaluation and physical activity might be contraindicated at this time.</p>	<p>Yes Oui</p>	<p>No Non</p>	<p>Ce questionnaire est un outil visant à identifier les personnes pour lesquelles une évaluation de la condition physique et l'activité physique sont actuellement contre-indiquées.</p>
<p>1. To the best of your knowledge do you have a medical condition or Medical Employment Limitation (MEL) which restricts you from participating in a maximal fitness evaluation or a progressive training program?</p>	<input type="checkbox"/>	<input type="checkbox"/>	<p>1. À votre connaissance, souffrez-vous d'un trouble médical ou avez-vous une contrainte à l'emploi pour raisons médicales (CERM) qui vous empêchent de participer à une évaluation de la condition physique avec effort maximal ou à un programme de conditionnement physique progressif?</p>
<p>2. Is there any other reason you should consult with a physician prior to your fitness evaluation or training program?</p>	<input type="checkbox"/>	<input type="checkbox"/>	<p>2. Y a-t-il d'autres raisons pour lesquelles vous devriez consulter un médecin avant de participer à l'évaluation de la condition physique ou d'entreprendre un programme de conditionnement physique?</p>
<p> <input type="text" value="2"/> <input type="text" value="0"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>              Date - (YYAA) (MM) (DJ)         </p>	<p>Name (print) - Nom (en lettre moulées)</p>		<p>Signature</p>

**Figure 2.2 CP Pre-selection PFE Reporting Form – Section B**

## Evaluation Set-up

### Component 1: FORCE Circuit

6. PSP Fitness Staff should refer to the latest active version of the [FORCE Evaluation Operations Manual](#) for this portion of the evaluation.
7. FORCE Circuit stations must allow for a 10-second walking transition between each task.
  - a. It is expected that some locations will need to slightly revise their lay-out allowing the conduct of the CP Pre-selection PFE with the mandatory 10-second transitions.

- b. We strongly recommend to trial the evaluation before administering it to CAF members. This will serve to confirm that the transition of 10 seconds can be respected.
- 8. The sandbags and drag surface must be calibrated to 20 kg +/- 0.2 kg, and 330 N +/- 9.8 N (33.6 kg +/- 1 kg) respectively.

#### Component 2: 100m Fireman's Carry

- 9. The casualty: A casualty of 86 kg must be used.
  - a. If a casualty of 86 kg is not available, have a lighter casualty wear a weighted vest (or similar approach to increase weight) to bring the total weight as close as possible to 86 kg.
    - i. Weights should be worn on the back of the vest
    - ii. Adaptation used should not affect comfort or feel for the candidate.
- 10. The carry: Set up the 100m Fireman's Carry path in a way that includes one turn half-way, at 50 m. In prioritizing order, the set-up should include:
  - a. A 90-degree turn, half-way (50 m), to right or left.
  - b. A 180-degree turn, half-way (50 m), back on the same path as the first 50 m.
  - c. Not an exact turn, but a curve, as found in indoor tracks.
  - d. As a last resort, the path can be in a straight line.

#### Information Briefing

- 11. Before the warm-up and movement preparation, the PSP Evaluator will ensure the candidate is aware of the Emergency Action Plan (EAP).

12. Additionally, the PSP Evaluator will provide a clear explanation and demonstration of each component being performed using the scripts of the [latest active version of the FORCE Evaluation Operations Manual](#). During the CP Pre-selection PFE explanation, the PSP Evaluator will provide a walk-through of the tasks being performed.

a. The demonstration must include the same minimum repetitions as the FORCE Evaluation briefing. That said, the demonstrations will include a **minimum of:**

- i. SBL: Four (4) sandbag lifts.
- ii. ILS: One (1) Intermittent Loaded Shuttle, with the three (3) approved types of carries.
- iii. 20mR: 40m of the 20m Rushes.
- iv. SBD: 10m of the SBD.

b. Immediately upon the completion of each task demonstration, ensure to correctly identify the walking path to the start of the next component.

c. Provide an explanation and demonstration of the transitions:

- i. Demonstrate a 10 second transition where the Evaluator counts down using a stopwatch, “10-9-8-... 2-1, GO”.

13. Demonstrate a safe lifting technique of the casualty lift (can be done with a lighter casualty, if need be) and show the candidate the entire path for the 100m Fireman’s Carry. The Fireman’s Carry lift technique should be performed as detailed in this video: [Fireman's Carry](#).

- a. We recommend that the candidate demonstrates a safe initial lift of the casualty prior to the FORCE Circuit.
  - b. PSP Fitness Staff must ensure to put emphasis on back injury prevention.
14. The PSP Evaluator will make sure the candidate has brought all the necessary equipment of their own before starting the evaluation.
15. Once the information briefing is complete, the Evaluator will provide a warm-up and movement preparation as per the [latest active version of the FORCE Evaluation Operations Manual](#) (TOOL 15 Warm-up / Movement preparation), observe and correct movement mechanics, if need be.

## CHAPTER 3: PROTOCOLS

### Protocols

#### Component 1: FORCE Circuit

1. The FORCE Evaluation will be performed as a circuit, in this order: SBL-ILS-20mR-SBD.
2. A 10-second transition will be counted down, after which the next evaluation component will immediately begin.

#### Sandbag Lift (SBL)

Mandatory steps
<ol style="list-style-type: none"><li>3. Performed as described in the latest <a href="#">FORCE Evaluation Operation Manual (Sandbag Lifts protocol)</a>:<ol style="list-style-type: none"><li>a. The candidate will stand upright facing the wall, directly behind one of the sandbags, so that the line on the floor is positioned between their feet.</li><li>b. When the Evaluator gives the “GO” command, the candidate will pick up the first sandbag with two (2) hands and lift the sandbag to touch the midline of the sandbag on, or above, the intersecting lines at 1.0 m above the floor.</li><li>c. The candidate may lift the sandbag grabbing the “pigtails”, or by using their knee to help raise the sandbag.</li><li>d. Once the candidate touches the sandbag’s midline on or above the intersecting lines on the wall, they can release the sandbag and let it fall to the floor.</li></ol></li></ol>

<p>e. Each time the bag touches the wall; it will count as one (1) repetition. The candidate will repeat this process moving from one side to another for a total of 30 proper repetitions while the Evaluator counts the repetitions out loud.</p> <p>f. The Evaluator will emphasize keeping the back as straight as possible while facing the wall and encourage proper lifting techniques; however, the evaluation cannot be terminated due to poor lifting technique.</p> <p>g. The Evaluator may reposition or replace the sandbags due to safety concerns, at their discretion.</p> <p>4. The Evaluator must record the split time for this task, without the transition time, on the Reporting Form.</p>	
<p style="text-align: center;"><b>Fault(s)</b></p> <p style="text-align: center;"><b>Self-correcting needed and repetitions not counted</b></p>	
<p><b>Not lifting the sandbag high enough on the 1.0 m line</b></p>	<p>5. The candidate must ensure each sandbag is lifted on, or above, the intersecting lines at 1.0 m above the floor. If the sandbag is not horizontal when it touches the wall, the bottom of the sandbag must clear the 1.0 m line on the wall.</p>
<p><b>Grabbing the sandbag by the strap(s) or the eyelets</b></p>	<p>6. The candidate is not permitted to grasp the sandbag straps or put their finger through the eyelet to lift the sandbag.</p>
<p><b>Throwing the sandbag on the wall</b></p>	<p>7. The candidate is not permitted to throw the sandbag at the wall. They must have contact with the sandbag when it touches the wall.</p>



<b>Feet not straddling the line</b>	8. The candidate must have their feet straddling the line when performing the sandbag lifts on the wall.
<b>Termination of the task</b>	
<b>The Sandbag Lift task is terminated once the candidate has reached a total of 30 proper repetitions.</b>	

9. Once the Sandbag Lift task is completed, the Evaluator will count down a 10-second transition out loud.

- a. This transition time is only accounted for in the total FORCE Circuit time.

#### **Intermittent Loaded Shuttles (ILS)**

<b>Mandatory steps</b>
<p>10. The task is performed as described in the latest <a href="#">FORCE Evaluation Operations Manual (Intermittent Loaded Shuttles protocol)</a>.</p> <ul style="list-style-type: none"> <li>a. The candidate will stand in an upright position directly behind the start line.</li> <li>b. When the Evaluator gives the “GO” command, the candidate will safely pick up the sandbag, carry it to the opposite end of the 20 m course, go around the pylon, and return back to the start line, touch the line and drop the sandbag behind the line (outside the 20 m zone). <ul style="list-style-type: none"> <li>i. The candidate must carry the sandbag using one (1) or more of the following safe carrying techniques: suitcase carry, shoulder carry or cradle carry. Any other methods are deemed unsafe and are therefore not permitted.</li> </ul> </li> </ul>

<p>ii. The candidate is permitted to set the sandbag down at any point to rest; however, timing of the evaluation will not be stopped.</p> <p>c. During the loaded shuttle, the candidate must walk and not run.</p> <p>i. Walking is identified as having one foot in contact with the floor at all times.</p> <p>d. Once the sandbag has been dropped on the other side of the line, the candidate will turn around and complete one (1) unloaded shuttle: travel around the pylon and return back to the start line. Running is only permitted during unloaded trips.</p> <p>i. Unless it becomes a safety hazard, the Evaluator must not reposition the sandbag or move it closer to the start line. The candidate must pick up the sandbag from wherever they dropped it behind the start line.</p> <p>e. The candidate alternates loaded and unloaded shuttles for a total of five (5) sets (each set equals the combination of one (1) loaded shuttle and one (1) unloaded shuttle). This covers a total distance of 400 m.</p> <p>11. The Evaluator must record the split time for this task, without the transition time, on the Reporting Form.</p>	
<p><b>Fault(s)</b></p> <p><b>Self-correcting needed and time not stopped</b></p>	
<p><b>Not complete the entire required distance</b></p>	<p>12. The candidate must travel around the pylon at the 20 m mark.</p> <p>If the candidate does not travel around the pylon, the Evaluator will instruct them to return to the 20 m mark and travel around the pylon. The timing of the evaluation will not be stopped.</p>

<b>Knocking over or moving the pylon</b>	13. If the candidate knocks over or moves the pylon at the 20 m mark, the Evaluator will direct the candidate to fix the pylon. The candidate must return to the pylon and fix it before they may continue with the task. The timing of the evaluation will not be stopped.
<b>Touching the start line between every shuttle</b>	14. The candidate must place at least one foot on or over the start line before dropping the sandbag behind the start line (outside of the 20 m zone). If the candidate does not place at least one foot on or over the start line, the Evaluator must direct the candidate to immediately return to touch or cross the start line before continuing. The timing of the evaluation will not be stopped.
<b>Not carrying the sandbag using one of the safe carrying techniques</b>	15. The candidate will be asked to stop and change their carrying position if they do not do so using one of the following safe carrying techniques: suitcase carry, shoulder carry or cradle carry.
<b>Termination of the task</b>	
<b>The Intermittent Loaded Shuttles (ILS) task is completed once the candidate has reached five (5) sets (each set equals the combination of one (1) loaded shuttle and one (1) unloaded shuttle) of intermittent loaded shuttles.</b>	

16. Once the Intermittent Loaded Shuttle (ILS) task is completed, the Evaluator will count down a 10-second transition out loud.

- a. This transition time is only accounted for in the total FORCE Circuit time.

### **20m Rushes (20mR)**

Mandatory steps
<p>17. Performed as described in the <a href="#">protocol of the FORCE Evaluation Operations Manual (20m Rushes)</a>.</p> <ol style="list-style-type: none"> <li>The candidate must start by lying on the floor in the prone position at one end of the 20 m course. The candidate will lie facing the opposite end, with their shoulders and hands behind the start line and both hands raised off the floor.</li> <li>On the Evaluator's command "GO", the candidate gets up from the floor and sprints to the 10 m line. At the 10 m line, the candidate touches one (1) foot on or over the line and then gets down into the prone position perpendicular to the line, with their shoulders and hands facing forward, on or behind the line.</li> <li>Once in the prone position, and perpendicular to the line, the candidate lifts their hands and forearms off the ground to ensure their body weight is completely unloaded.</li> <li>The candidate must then get up and sprint another 10 m to the 20 m line. At the 20 m line, the candidate touches one foot on or over the line, gets down into the prone position perpendicular to the line, with their shoulders and hands facing forward, on or behind the line. The candidate will then perform another hand release.</li> <li>After a proper hand release, the candidate will get up, turn around, and sprint back to the 10 m line. At the 10 m line, the candidate touches one foot on or over the line, and then gets down into the prone position, perpendicular to the line, with shoulders and hands facing forward on or behind the line. The candidate will then perform another hand release.</li> <li>The candidate repeats these steps until they have covered 4 x 20 m and completed seven (7) hand releases total (not including the start position).</li> </ol> <p>18. The Evaluator must record the split time for this task, without the transition time, on the Reporting Form.</p>
Fault(s)

Self-correcting needed and time not stopped	
<b>Not touching the line with a foot</b>	19. The candidate must ensure to touch each required line with their foot before dropping down in the prone position.
<b>Hands and shoulders not on or behind the line</b>  <b>Body not perpendicular to the line</b>	20. The candidate must ensure to have their hands and shoulders on or behind the line once in the prone position.  21. Additionally, they must ensure their body is perpendicular to the line.
<b>Not lifting hands from the floor for the hand release</b>	22. The candidate must ensure to complete a proper hand release by lifting their hands and forearms from the ground for each hand release.
<b>Diving or sliding in an uncontrolled manner into the prone position</b>	23. The candidate must not dive or slide (uncontrolled manner) into the prone position.

24. Once the 20m Rushes task is completed, the Evaluator will count down a 10-second transition out loud.

- a. This transition time is only accounted for in the total FORCE Circuit time.

### **Sandbag Drag (SBD)**

Mandatory steps
<p>25. Performed as described in the <a href="#">latest FORCE Evaluation Operations Manual (Sandbag Drag protocol)</a>.</p> <ol style="list-style-type: none"> <li>a. The candidate is required to pick up the “carry” sandbag in a cradle carry (hands must be underneath and fingers may be laced or crossed) position. If need be,</li> </ol>

<p>the candidate will adjust the sandbag position in their arms to ensure that the straps from the “carry” sandbag are pointing downwards. The candidate can also step back slightly to ensure that the straps are tight.</p> <p>b. Once started, the candidate must move backwards without stopping and drag the sandbags to the opposite end of the 20 m course.</p> <p>c. When the main body of the front sandbags past the rope tie of the “pigtails” crosses the 20 m line, the Evaluator will announce that the task is terminated (“CLEAR”) and stop the stopwatch.</p> <p>26. Unlike the <a href="#">FORCE Evaluation</a>, candidates can continue this task even if they slip or fall during the drag. However, the recorded time will not be stopped until they have completed the entire prescribed distance.</p> <p>27. The Evaluator must record the split time for this task on the Reporting Form.</p>	
<p style="text-align: center;"><b>Fault(s)</b></p> <p style="text-align: center;"><b>Self-correcting needed and time not stopped</b></p>	
<p><b>Grabbing the straps or handle of the carry sandbag</b></p>	<p>28. The candidate is not permitted to use the “carry” sandbag handle or the straps attached to the “carry” sandbag.</p>
<p style="text-align: center;"><b>Termination of the task</b></p>	
<p style="text-align: center;"><b>The Sandbag Drag task is terminated once the candidate has dragged the Sandbag Drag kit to the 20 m line without stopping.</b></p>	

29. The Evaluator will stop the timer once the Sandbag Drag task is completed, which marks the beginning of the **5-minute mandatory rest period between components**.
30. In addition to every split time of each task (SBL, ILS, 20mR, SBD), the Evaluator will also record the total FORCE Circuit completion time when the candidate crosses the finish line of the Sandbag Drag.
31. Following Component 1: FORCE Circuit protocol, **a mandatory 5-minute rest period** will be completed.

## Component 2: 100m Fireman's Carry

Mandatory steps
<p>32. After the completion of Component 1: FORCE Circuit and the 5-minute mandatory rest period, the candidate will start the second component; the 100m Fireman's Carry.</p> <p>33. Following the positions in Figures 4.1, 4.2 and 4.3, the candidate will <b>carry an 86 kg casualty over 100 m, without stopping, while demonstrating safe technique.</b></p> <ul style="list-style-type: none"><li>a. Casualty cannot assist.</li><li>b. The candidate starts the carry with the casualty in a standing position.</li><li>c. The lift should be completed according to: <a href="#">The Fireman's Carry</a> also shown in Figures 4.1, 4.2 and 4.3.</li></ul> <p>34. Time starts as soon as the candidate receives the "GO" signal from the Evaluator, once the 5-minute rest period is completed.</p> <ul style="list-style-type: none"><li>a. If the candidate is not ready to start following the 5-minute mandatory rest period, the recorded time will start, nonetheless.</li></ul> <p>35. The candidate must safely return the casualty to a standing position.</p>
Termination of the component
<p><b>The 100m Fireman's Carry component is completed once the candidate has carried the 86 kg casualty over a 100 m distance, without stopping, while demonstrating a safe technique, as demonstrated in Figures 4.1, 4.2 and 4.3. This component cannot be re-done if not completed successfully.</b></p>



**Figure 4.1 Fireman's Carry – Start position**



**Figure 4.2 Fireman's Carry – Lift position**





**Figure 4.3 Fireman's Carry – Carry position**

## CHAPTER 4: POST-EVALUATION ADMINISTRATION

### Cool-Down

1. A 5-minute supervised recovery walk within the evaluation area must take place upon completion of the CP Pre-selection PFE components, allowing candidates to recover. If requested by the candidate, guidance will be provided for an active recovery with stretching.

### Evaluation Results

#### CP Pre-selection PFE Reporting Form (DND 2512) – Section C

2. Section C is divided into two (2) sub-sections, one for each of the CP Pre-selection PFE components. The sub-sections are designed to allow the PSP Fitness Evaluator to directly record the results as the CP Pre-selection PFE is administered.
3. Upon completion of each CP Pre-selection PFE component, the Evaluator must record the result in the box designated for each respective CP Pre-selection PFE component:

**Section C: Test Results - Résultat de l'évaluation**

Attempt # - # de la tentative : ☐ 1 ☐ 2

**Component 1: FORCE Circuit - Composante 1 : Circuit FORCE**

☐ Met standard for the Component 1: FORCE Circuit ( $\leq 6:06$ )  
Satisfait à la norme pour la composante 1 : Circuit FORCE ( $\leq 6:06$ )

☐ Did NOT meet standard for Component 1: FORCE Circuit ( $> 6:06$ )  
N'a PAS satisfait la norme pour la composante 1 : Circuit FORCE ( $> 6:06$ )

Date - (YYAA) / (MM) / (DJ) **2 0** / /

:  1) Sandbag Lifts split time - Temps fractionné SSS  :  3) 20m Rushes split time - Temps fractionné CN 20 m

:  2) Intermittent Loaded Shuttles split time - Temps fractionné CNIC  :  4) 20m Sandbag Drag split time - Temps fractionné TSS

:  Total completion time (mm:ss) for the FORCE circuit (*including 3 x 10 sec transitions*)  
Temps total d'achèvement (mm:ss) du circuit FORCE (*incluant les transitions 3 x 10 sec*)

Comments - Commentaires: \_\_\_\_\_

**Component 2: 100m Fireman's Carry - Composante 2 : Transport du pompier sur 100m**

☐ Met standard for the Component 2: 100m Fireman's Carry ( $\leq 1:00$ )  
Satisfait la norme pour la composante 2 : Transport du pompier sur 100m ( $\leq 1:00$ )

☐ Did NOT meet standard for Component 2: 100m Fireman's Carry ( $> 1:00$ )  
N'a PAS satisfait la norme pour la composante 2 : Transport du pompier sur 100m ( $> 1:00$ )

Date - (YYAA) / (MM) / (DJ) **2 0** / /

:  Total completion time (mm:ss) for the 100m Fireman's Carry  
Temps total d'achèvement (mm:ss) du transport du pompier sur 100m

Comments - Commentaires: \_\_\_\_\_

Figure 5.1 Section C: Test Results

4. Write down the date of the attempt of the CP Pre-selection PFE, as well as the number of the attempt.
  - a. For example, if it is the second attempt of a candidate within the same cycle, check off box “2”.

#### Component 1: FORCE Circuit

5. Write down the split times of each task of the timed FORCE Circuit.
6. Write down the total completion time (mm:ss) (including the 3 x 10-second transitions) of the FORCE Circuit.
7. Write down any valuable comments related to the FORCE Circuit such as: bad posture, hurt during this task, etc.
8. Check off the appropriate box for this component:
  - a. **If completed in 06:06 (mm:ss) or less; “Met the standard [...]”, or;**
  - b. **If completed in more than 06:06 (mm:ss); “Did NOT meet standard[...]”.**

#### Component 2: 100m Fireman’s Carry

9. Write down the total completion time (mm:ss) of the 100m Fireman’s Carry.
10. Write down any valuable comments related to the 100m Fireman's Carry.
  - a. More specifically, if the 100m path included (or not) any turns or curves, and how many (90-degree, 180-degree, track curve, straight line).
11. Check off the appropriate box for this component:
  - a. **If completed in 60 seconds or less; “Met the standard [...]”, or;**
  - b. **If completed in more than 60 seconds; “Did NOT meet standard[...]”.**

#### CP Pre-selection PFE Reporting Form (DND 2512) – Section D

12. The Evaluator will print and sign their name in the space provided.

- a. Please note that once you e-sign Section D, it will automatically lock Sections C and D.

**Section D: Certification of Evaluation - Attestation d'évaluation**

Evaluator name (print) - Nom de l'évaluatrice ou de l'évaluateur (en lettres moulées)	Evaluator signature - Signature de l'évaluatrice ou de l'évaluateur
---	---

**Figure 5.2 Section D: Certification of Evaluation**

**CP Pre-selection PFE Reporting Form (DND 2512) – Section E**

13. Have the candidate fill out Section E to attest that they are aware of their evaluation's results.
14. Please note that once the candidate e-signs Section E, it will automatically lock Section E as well as the entire form.
15. If they decide not to sign the form, write down “Member refused to sign”.

**Section E: Certification of Understanding - Attestation de reconnaissance**

I acknowledge the above fitness evaluation results - J'ai pris connaissance des résultats de l'évaluation.	
<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;">2</div> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;">0</div> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;"></div> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;"></div> </div> <div style="display: flex; align-items: center; margin-top: 2px;"> <span style="margin-right: 10px;">/</span> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;"></div> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;"></div> </div> <div style="display: flex; align-items: center; margin-top: 2px;"> <span style="margin-right: 10px;">/</span> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;"></div> <div style="border: 1px solid black; padding: 2px 5px; margin-right: 5px;"></div> </div> <div style="margin-top: 2px;">         Date - (YYAA) (MM) (DJ)       </div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> Signature of member - Signature du membre

**Figure 5.3 Section E: Certification of Understanding**

**Performance Standards**

**Component 1: FORCE Circuit**

16. The minimum standard is **6 minutes 6 seconds or less for the FORCE tasks performed as a circuit**, including the 3 x 10-second transitions between events.
  - a. The sum of the split times of each component is under 5 minutes 36 seconds.

**Component 2: 100m Fireman's Carry**

17. 100m Fireman's Carry of an 86 kg casualty in **60 seconds or less**.

**Processing Evaluation Results**

18. Each respective CP Pre-selection PFE Reporting Form (DND 2512) will be the only form used to record the candidate's CP Pre-selection PFE results.
19. Following the *Privacy Act*, once completed, the reporting form is a Protected A document and must be treated as such.
20. Completed CP Pre-selection PFE Reporting forms will be distributed by the Local PSP Evaluator following the process below:
- a. **Copy 1: Candidate**
    - i. The candidate has the responsibility to share with the appropriate authority [Personnel Selection Officer] (PSO) for the CPOAC application.
  - b. **Copy 2: Kept by the Local PSP Staff** responsible of the Specialty Trades Evaluations and stored securely (locked) for future reference if need be.

# TOOLS

## Tool 1: CP Pre-selection PFE – Reporting Form (DND 2512)

National  
Défense  
Défense  
nationale

CAN PROTECTED A (When completed) - CAN PROTÉGÉ A (Une fois rempli)

### Close Protection Pre-Selection Physical Fitness Evaluation Reporting Form

### Formulaire de l'évaluation de la condition physique en vue de la pré-sélection des opérateurs de protection rapprochée

**Section A: Service Particulars - Détails du service**

Surname - Nom				Init.		Rank - Grade		Military ID - Pièce d'identité militaire	
DOB - DN (YYAA)		(MM)		(DJ)		Age - Âge			
Location - Lieu				Unit - Unité		UIC - CIU		MOS ID - ID SGMP	

**Section B: Health Appraisal - Évaluation de la santé**

This questionnaire is a screening tool to identify personnel for whom fitness evaluation and physical activity might be contraindicated at this time. Ce questionnaire est un outil visant à identifier les personnes pour lesquelles une évaluation de la condition physique et l'activité physique sont actuellement contre-indiquées.

1. To the best of your knowledge do you have a medical condition or Medical Employment Limitation (MEL) which restricts you from participating in a maximal fitness evaluation or a progressive training program? <span style="float: right;"><input type="checkbox"/> Yes OUI <input type="checkbox"/> No NON</span>	1. À votre connaissance, souffrez-vous d'un trouble médical ou avez-vous une contrainte à l'emploi pour raisons médicales (CERMA) qui vous empêchent de participer à une évaluation de la condition physique avec effort maximal ou à un programme de conditionnement physique progressif?
2. Is there any other reason you should consult with a physician prior to your fitness evaluation or training program? <span style="float: right;"><input type="checkbox"/> Yes OUI <input type="checkbox"/> No NON</span>	2. Y a-t-il d'autres raisons pour lesquelles vous devriez consulter un médecin avant de participer à l'évaluation de la condition physique ou d'entreprendre un programme de conditionnement physique?

2 0 / /  
 Date - (YYAA) (MM) (DJ)

Name (print) - Nom (en lettres moulées)

Signature

**Section C: Test Results - Résultat de l'évaluation**

Attempt # - # de la tentative : ☐ 1 ☐ 2

**Component 1: FORCE Circuit - Composante 1: Circuit FORCE**

☐ Met standard for the Component 1: FORCE Circuit (≤ 6:06)  
 Satisfait à la norme pour la composante 1: Circuit FORCE (≤ 6:06)

2 0 / /  
 Date - (YYAA) (MM) (DJ)

☐ Did NOT meet standard for Component 1: FORCE Circuit (> 6:06)  
 N'a PAS satisfait la norme pour la composante 1: Circuit FORCE (> 6:06)

1) Sandbag Lifts split time - Temps fractionné SSS	3) 20m Rushes split time - Temps fractionné CN 20 m
2) Intermittent Loaded Shuttles split time - Temps fractionné CNIC	4) 20m Sandbag Drag split time - Temps fractionné TSS

Total completion time (mm:ss) for the FORCE circuit (including 3 x 10 sec transitions)  
 Temps total d'achèvement (mm:ss) du circuit FORCE (incluant les transitions 3 x 10 sec)

Comments - Commentaires:

**Component 2: 100m Fireman's Carry - Composante 2: Transport du pompier sur 100m**

☐ Met standard for the Component 2: 100m Fireman's Carry (≤ 1:00)  
 Satisfait à la norme pour la composante 2: Transport du pompier sur 100m (≤ 1:00)

2 0 / /  
 Date - (YYAA) (MM) (DJ)

☐ Did NOT meet standard for Component 2: 100m Fireman's Carry (> 1:00)  
 N'a PAS satisfait la norme pour la composante 2: Transport du pompier sur 100m (> 1:00)

Total completion time (mm:ss) for the 100m Fireman's Carry  
 Temps total d'achèvement (mm:ss) du transport du pompier sur 100m

Comments - Commentaires:

**Section D: Certification of Evaluation - Attestation d'évaluation**

Evaluator name (print) - Nom de l'évaluatrice ou de l'évaluateur (en lettres moulées)

Evaluator signature - Signature de l'évaluatrice ou de l'évaluateur

**Section E: Certification of Understanding - Attestation de reconnaissance**

I acknowledge the above fitness evaluation results - J'ai pris connaissance des résultats de l'évaluation.

2 0 / /  
 Date - (YYAA) (MM) (DJ)

Signature of member - Signature du membre

## Tool 2: CP Pre-selection PFE – Equipment List

1. The following lists equipment and resource requirements for the conduct of the FORCE Circuit and 100m Fireman's Carry components of the CP Pre-selection PFE:
  - a. FORCE Evaluation setup ([Latest FORCE Operations Manual](#));
  - b. Access to a flat surface of 100 m for the Fireman's Carry, close to the FORCE Circuit ( $\leq 5$ min away);
    - i. More specifically, the 100m path should include at least:
      1. One (1) 90-degree turn, or
      2. One (1) 180-degree turn, or
      3. A curve (from an indoor track), or
      4. Be in a straight line.
  - c. 1 x 86 kg casualty (person);
    - i. If a casualty of 86 kg is not available, have a casualty wear a weighted vest (or similar approach to increase weight) as close as possible to 86 kg.
      1. Weights should be worn on the back.
      2. Adaptation used should not affect comfort or feel for the candidate.
  - d. 1 x [TOOL 1 – CP Pre-selection PFE Reporting Form](#), or more if need be;
  - e. 1 x CP Pre-selection PFE Evaluation Operations Manual; and
  - f. 1 x Local Incident Report Form.

### Tool 3: CP Pre-selection PFE – Scripts

#### Component 1: FORCE Circuit

1. Evaluators should follow the latest valid [FORCE Evaluation Operations Manual](#) Scripts for each task of the FORCE Circuit:
  - TOOL 12: Sandbag Lift Script
  - TOOL 13: Intermittent Loaded Shuttle (ILS) Script
  - TOOL 11: 20 metre Rushes Script
  - TOOL 14: Sandbag Drag (SBD) Script
2. In addition to the task's scripts, the Evaluator will count down the 10-second transition in between tasks: 10, 9, 8, 7, 6, 5, 4, 3, 2, 1, GO!

#### Mandatory 5-minute Rest Period

3. Upon completion of Component 1: FORCE Circuit, Evaluators will keep the candidate aware of how much time there is left in the rest period.
  - a. At the end of the FORCE Circuit: *This completes the FORCE Circuit component. You may now rest for a mandatory five minutes.*
  - b. Halfway through the mandatory rest period: *You are now halfway through the mandatory rest period. You have two minutes and 30 seconds remaining.*
  - c. With one (1) minute left in the mandatory rest period: *You have one minute left.*
  - d. With 30 seconds left in the mandatory rest period: *You have 30 seconds left.*
4. The Evaluator may remind the candidate of some of the instructions for the next component during the mandatory rest period, if requested by the candidate.

#### Component 2: 100m Fireman's Carry

5. With less than 30 seconds left in the rest period:



- a. *I will count down from 10 when the mandatory rest period is done.*
  - b. *You will then pick up the casualty and carry them for 100 meters on the identified path reviewed at the briefing.*
  - c. *You must complete the carry, without stopping, while demonstrating safe technique.*
6. A clear 100 m path must be defined and shown to the candidate prior to the evaluation.
7. Upon starting Component 2: *The 100 metre Fireman's Carry will start in 10 seconds. 10, 9, 8, 7, 6, 5, 4, 3, 2, 1, GO!*

## ACRONYMS AND ABBREVIATIONS

<b>2</b>		<b>E</b>	
20 metre rushes		Emergency Action Plan	
20mR.....	7	EAP.....	14
<b>C</b>		<b>F</b>	
Canadian Armed Forces		Fitness for Operational Requirements of Canadian Armed Forces Employment	
CAF.....	6	FORCE.....	6
Canadian Forces Morale and Welfare Services		<b>I</b>	
CFMWS.....	5	Intermittent Loaded Shuttle	
Canadian Forces Protective Services Unit		ILS.....	7, 20, 33
CFPSU.....	6	<b>M</b>	
Close Protection		Manager, Fitness, Sports & Recreation	
CP.....	5, 6, 10	Mgr.....	5
CP Operative Assessment Center		<b>O</b>	
CPOAC.....	5	Office of Primary Interest	
<b>D</b>		OPI.....	9
Department of National Defence		on-the-job training	
DND.....	6	OJT.....	9
Director of Programs		<b>P</b>	
DProg.....	5	Personnel Selection Officer	

PSO .....	30
Personnel Support Programs	
PSP .....	5
Physical Fitness Evaluation	
PFE .....	5, 10

## Q

Qualification Standard
------------------------

QS .....	9
----------	---

## S

### Sandbag Drag

SBD .....	7, 22, 23, 33
-----------	---------------

### Sandbag Lifts

SBL .....	7, 16
-----------	-------

## REFERENCES

[CFMWS | Close Protection | CFMWS](#)

[DAOD 5045-0, Canadian Forces Personnel Support Programs](#)

[Latest active version of the FORCE Evaluation Operations Manual](#)

[The Fireman's Carry](#)

DRAFT