

III Corps and Fort Hood Leader's Handbook

Army Strong

Warrior Tough

America's Hammer

Defending Freedom Around the Globe

Version 1: 17 October 2008

Foreword

This handbook is written for you the company-level leader. Your mission as a first sergeant or company commander is a difficult one, one with a huge responsibility to the Soldiers you lead and to the nation. Victory and the lives of your Soldiers ride on your training and on your decisions. You must effectively use all of your resources to succeed.

The intent of this handbook is to share knowledge, support discussion, and impart lessons and information in an expeditious manner. The information contained within is derived from multiple sources and incorporates my mission and intent, the III Corps Policy Letters, previous versions of the Leaders Handbook and the Blue Book – Fort Hood Pam 600-4.

The book itself is designed as a reference document for commanders and leaders at all levels and is nested with the curriculum of the Company Commanders and First Sergeants Course and the III Corps and Fort Hood Training and Leadership Development Guidance. This handbook complements the Phantom Warrior Standard Handbook and will help you accomplish your mission and take care of Soldiers and their Families.

Every leader's style is unique but if you are decisive, compassionate, fair and set high standards, Soldiers will accomplish every mission you give them in a professional manner. The information within will help you become the multi-skilled and adaptive leader your Soldiers deserve.

PHANTOM WARRIORS!

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Command Sergeant Major, USA

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Commanding



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Purpose. This Leader’s Handbook describes the III Corps CDRs vision, Safety information and references, Training Readiness, Leader Development, Deployment Readiness, Force Well-Being, and guidance for III Corps missions to all company level and above commanders and leaders by outlining the fundamental basis for planning, resourcing, and executing combat-focused training. Additionally, this book will facilitate information, references, and guidance about Soldiers, families and readiness.

Situation. Army operations have changed significantly. Conflict is persistent rather than episodic. The new security environment and corresponding changes in strategy have profound implications for the Army. To deal with a state of persistent but uncertain conflict, the forces the Army builds for the future must be versatile and led by agile, adaptive leaders. These forces must be prepared to face unexpected circumstances, complex challenges, asymmetric threats, and a full spectrum of conflict from peacetime engagement to conventional war. The Army must continue to build that force keeping two goals in mind. These two goals are first, creating a campaign-quality and expeditionary Army capable of supporting the needs of combatant commanders in a joint, multi-National, or coalition force; and second, preserving the all-volunteer force so they and their Families are ready when and where we need them.

Intent of the Secretary of the Army and Chief of Staff, Army.

(1) Our central challenge for the next several years is to get ourselves back in balance—where we are generating trained and ready forces for the current mission and future contingencies at sustainable levels. To meet this objective we will have to rekindle our Major Combat Operations skills, taking advantage of the combat experience of our leaders, but without burning out our forces or losing our irregular warfare skills. Regaining our balance will require that we think differently about how we train units and develop leaders.

(2) Our Army has been at war for nearly seven years. We are clearly a combat-seasoned force that knows how to fight, but one that is also feeling the cumulative effects of long deployments and sustained combat operations. In this era of persistent conflict the nature of warfare—even “conventional” warfare—will feature elements of irregular warfare and asymmetric threats. We are operationalizing a new doctrine that states that Army formations will simultaneously conduct offense, defense, and stability or civil support operations to achieve decisive results across the full spectrum of conflict. Additionally, our training and leader development programs must recognize the vital role Army Civilians play in the Nation’s security and the Army’s success.

III Corps Mission and Corps Commander’s Vision/Intent

What we are trying to accomplish? MISSIONS

- Prepare Soldiers and units for combat (III Corps).
- Take care of Soldiers, Families, and Civilians at “The Great Place” (SC FHTX)

How will we accomplish these missions? METHODS

- Attracting and keeping the best Soldiers, Airmen, and Civilians.

- Always making the “Great Place” – GREATER.
- Staying connected with our great neighbors and our partner commands.
- Balancing the needs of our warfighting mission with the needs of our people.
- Maintaining the Warrior Ethos.
- Communicating Internally and Externally.
- Living the Army Values

Additionally, we:

(1) Are an Expeditionary Corps Headquarters: prepared to lead protracted, full-spectrum operations as a joint, combined or interagency headquarters.

- Exercise Battle Command, leading full spectrum operations.
- Integrate into Joint/Combined HQ.
- Solve complex problems.
- Synchronize large formations.
- Link employment of tactical forces to achieving operational and strategic objectives.
- Plan, control, and execute major operations.
- Coordinate Joint IO and support Army and Theatre Strategic Communications Plan.
- Prioritize and allocate resources.

(2) Are the Army’s proponent for Heavy Forces: advocate and synchronize ARFORGEN for Heavy Forces across the Army to enable unity of effort; leverage experience and expertise of Corps HQ to develop leaders and staffs at all echelons.

- Link generating and operating forces.
- Advocate and synchronize ARFORGEN for Heavy Force.
- Train and develop leaders and staffs to execute complex operations.
- Exercise influence and TRA.

(3) Are the Army’s Premier Military Installation and Community: a community partnership unlike any other: care for Soldiers and Families; integrate into regional community; and enable Soldiers to focus on the enduring mission.

- World’s Premier Power Projection Platform and World-Class Training Environment.
- Safety of our Soldiers and Families—On and Off Duty.
- First Class Facilities and Predictability for Soldiers and Families Community Partnership unlike any other.
- Fun Place to Work and Be Assigned.

Family Focus—*Army Families: the Strength of our Soldiers*

III Corps Commander’s Vision:

Who we are...

America’s Armored Corps—an expeditionary Corps for joint and combined operations, based at the world’s premier military installation that is focused on preparing Soldiers and

units for full spectrum operations and on taking great care of Soldiers, Families and Civilians.

III Corps Commander's Intent:

(1) The III Corps and Fort Hood Leader's handbook information that follows is fully nested with the CSA's and FORSCOM Commander's guidance. It also recognizes the challenges the Corps will continue to face for at least the next three years as the Army grows, and transforms into a more suitable size to achieve greater balance. This guidance provides a three-year focus to serve as a bridging strategy thru FY2011 to help us achieve and maintain a proper balance between preparing for combat and spending time with family. In light of this, all leaders within the Corps must seek innovative ways to achieve that healthy balance. Our goal is to train smarter, and better but not necessarily longer. The leaders of III Corps must continually ask themselves three questions:

 <u>TIP: Always ask three questions:</u> 
<ul style="list-style-type: none">• <i>Are we doing the right things?</i>• <i>Are we doing things right?</i>• <i>What are we missing?</i>

If we can answer these questions, then we are clearly on the right track toward accomplishing our mission and achieving the vision. Additionally our goal of training smarter includes refocusing on the importance of home station training. Our goal of building world class training facilities at FHTX will allow our Soldiers to train here and avoid spending even more time away from home.

(2) Regardless of where we are training, caring, or leading there are five focus areas that are central to my intent for how the Soldiers and leaders of the Corps will operate. Those focus areas are Safety, Training Readiness, Leader Development, Deployment Readiness, and Force Well-Being. The following slide depicts some key aspects of my intent in these five focus areas. Execution of these key aspects to standard is what will allow us to accomplish our seemingly simple vision statement above in an extremely complex environment.



III Corps Commander's Intent "Phantom Warrior"

- TRAINING READINESS**
- ▲ Effective Training at All Times
 - Tasks, Conditions, Standards based
 - ▲ Training Meetings Conducted to Standard
 - ▲ Individual Readiness
 - Military Occupational Specialty Qualification (MOSQ), Physical, Mental, Spiritual, Small Arms, Chemical, Biological, Radiological & Nuclear Defense (CBRN), Lifesaving and Medical Skills
 - ▲ Collective Readiness
 - Lethal Platoons & Company Teams
 - Competent Battle Staffs
 - Prepared for Full Spectrum Operations

- LEADER DEVELOPMENT**
- ▲ Develop Multi-Skilled & Adaptive Leaders
 - ▲ Constant Communication is Critical
 - ▲ Advocate Teamwork in All Endeavors
 - ▲ Professionalism & Selfless Service in all Things
 - Leader Presence is Essential
 - ▲ Ensure Adherence to Standards
 - ▲ Monthly, Detailed Written Counseling
 - ▲ Include Risk Assessment & Mitigation in Everything We Do



- FORCE WELL-BEING**
- ▲ Active Leadership Essential
 - ▲ Safety First in Everything (24/7)
 - On & Off Duty
 - Leader & Individual Accountability
 - ▲ Predictability is Paramount
 - ▲ Maintain Balance
 - ▲ Look as Good as You Are
 - PRIDE in Everything
 - ▲ Treat Everyone with Dignity & Respect
 - ▲ Have Fun

- DEPLOYMENT READINESS**
- ▲ Maintain a Deployable Mindset
 - ▲ Ensure Individual Deployability
 - Health, Dental & Immunizations
 - ▲ Ensure Families are Prepared
 - Develop & Support effective Family Readiness Groups and Rear Detachments
 - ▲ Focus on Material Readiness
 - Maintenance & Property Accountability

Maintain the Warrior Ethos Live the Army Values

Safety



Safety Quick Reference Guide
III Corps & Fort Hood Safety Office: 287-7038

Drug Awareness

- Special Agents phone: 287-2722
- Regulations: AR 635-200 and AR 600-85

Army Substance Abuse Program (ASAP)

- Phone: 286-6216
- Initiate discharge. See AR 635-200, Chaps 9 and 14

Fort Hood Sexual Assault Hotline: 254-287-2722

Applied Suicide Intervention Skills Training (ASIST)

- Location: Chaplain Family Life Training Center at the Comanche Chapel Bldg 52024
- Call for dates & times 287-6310

Driver Training

- AR 600-55
- See TC 21–306 for specific guidance on tracked vehicle operators.

Accident Avoidance Course

- Web-based training available on the CRC website: <https://safetylms.army.mil>

Accident Reporting Web site:

<https://crc.army.mil/AccidentReporting/detail.asp?iData=11&iCat=616&iChannel=30&nChannel=AccidentReporting>.

Environmental Awareness

- Located in Bldg 4219 77th and Warehouse
- DPW Environmental (254) 287-8755

DA and Fort Hood Environmental Regulations

- AR 200-1, ENVIRONMENTAL PROTECTION AND ENHANCEMENT, 13 Dec 2007
- FH 200-1, Environment and Natural Resources, 15 July 2004
- FH 420-1, Fire Regulations, 1 Sep 2007
- FH 420-6, Recycle Program, 19 Oct 2007
- FH 420-5, Standards for Signs and Markings, 19 Oct 2007
- FH 420-9, Energy Efficiency Program, 24 Oct 2007
- FH 420-27, Care, Maintenance, and Alterations of Facilities 15 Mar 2000

Environmental Compliance Assessment Teams Contacts and Services

- Team Leader, Garrison, Hood Partners 287-9103
- 1CAV, 3ACR, 41st Fires 287-9604
- 13SC(E), Contractors, Sep BDEs 287-9105
- 4ID, 3/1ID, MOB/DEMOB 287-9103

Defense Reutilization and Marketing Office (DRMO)

- Location: 4289, 80th and Tank Destroyer
- Hours of Operation: about 0800-1300
- DRMO (Bldg 4289): 618-7690
- Hazmat POC: 288-7978

HazMart

- HazMart at 532-9861
- For hazardous materials procurement 254-287-9718

Recycling

- Bldg. 4626, South End of 72nd Street next to Railhead Drive
- Ft. Hood Recycle Manager 288-5307
- Business Office: 287-2336
- Outreach: 287-2336
- Collection Program: 287-1606/6732
- Receiving & Processing: 287-7881

Classification Unit (CU)

- Open M-F, 0730-1630
- 288-7627

Class III (P) Warehouse

- Open M-F, 0900-1200, 1300-1600
- 287-6871/286-6230
- 4919 Santa Fe Ave

Other Sources

- Center for Army Lessons Learned <http://call.army.mil/>
- U.S. Army Center for Health Promotion and Preventive Medicine (CHHPM) <http://chppm-www.apgea.army.mil/>
- OSHA Rules <http://www.osha.gov>
- EPA Rules <http://www.epa.gov>

More Available References

AR 385-10 US Army Safety Program
 DA PAM 385-10 Army Safety Program
 DA PAM 385-30 Mishap Risk Management
 DA PAM 385-40 Accident Reporting
 DA PAM 385-24 The Army Radiation Safety Program
 DA PAM 385-1 Small Unit Safety Officer/NCO Guide
 OSHA 29CFR 1910.Series

A. Opening. All accidents are predictable and preventable, but they are only preventable if our leaders are fully engaged with the Soldiers, Civilians, and Families in their care 24 hours a day, 7 days a week both on and off duty. This does not mean you are running your subordinates lives but it does mean that leaders know the people in their care well enough to recognize indicators of potential problems and act to mitigate them.

Within the Phantom Corps we hold individuals and leaders accountable in terms of how they provide for the well-being of those in their care. Safety awareness is a "head-in-the-game" environment. Leaders must be thoroughly familiar with AR 385-10, The Army Safety Program, and with AR 385-30, Mishap Risk Management, and be able to apply their provisions and principles. Senior Commanders expect that a well-thought-out risk assessment has been performed and a risk mitigation strategy adopted for all training events and unit activities. The unit commander is held accountable for failing to meet that standard.

Unit Safety Officers and NCOs must be properly trained. Ideally, personnel assigned to duty as a Safety Officer or NCO at company level and above will have been trained before they assume their duties. If not, then the formal training must take place immediately upon assignment to those duties. From distance learning to Troop Schools courses, our Safety Officers and NCOs must be qualified and competent to perform their duties to the highest standards.

Responsibilities. An effective safety program requires a safety organizational structure that is capable of implementing Federal, Department of Defense (DOD), Army Commands, and organizational safety and occupational health (SOH) standards as well as any other requirements to reduce accidental risk to our resources. While each command must organize their safety program to suit the requirements of that command, each safety organization must meet the requirements of the III Corps Safety Program. Performing to standard is one of the key steps in preventing accidents. However, each leader must be aware that written standards may not exist for every task. It is the leader's responsibility to ensure standards are enforced and unnecessary risks are not taken.

B. Composite Risk Management.

(1) Definitions. The composite risk management process is designed to reduce or eliminate potential dangers, but it requires leader focus and exacting standards. All leaders and subordinates must actively and strictly enforce risk reduction measures. We will not be able to eliminate all risk, and I do not want risk-averse leaders. I will - and you must - underwrite risk.

(2) Responsibilities. Leaders must examine, assess, and reinforce the systems involved in each unit's risk management process. The biggest impact on risk assessment is at the first-line leader level; therefore, you must ensure your subordinates understand and adhere to this process. High-risk tasks must be identified and reviewed to ensure that adequate standards exist and that unnecessary risks are eliminated. Train your NCOs and Soldiers to perform a risk assessment correctly for every situation (training, force protection, physical fitness, vehicular travel, etc.). Risk assessment must be continuous, whether on or off duty. Soldiers and their families must incorporate risk management procedures in their personal activities, as well. By enforcing standards and integrating safety in all we do, commanders can make safety complement quality training, and Soldiers and their families can make safety an integral part of their daily life.





TIP – Recent Analysis



Analysis of both aviation and ground data shows that accidents are occurring because of indiscipline. This is demonstrated in three major areas: a lack of leader involvement and ability to effectively manage risks, failure to maintain rigorous training standards, and failure to maintain and enforce discipline. All three are well within our ability as an Army and as individuals to affect.

C. Drug Awareness / Army Substance Abuse Program (ASAP)

Opening. Substance abuse is not compatible with military service and has an adverse impact on Soldier readiness. Alcohol and other drug abuse pose a serious threat to the health, safety, and readiness of our unit and the Army. Soldiers are expected to maintain respectable conduct on and off duty. Education, prevention, and enforcement are our most powerful tools in discouraging use, possession, and distribution.

- Contact for Drug Awareness
 - Special Agents phone: 287-2722
- Drug Crimes
 - Types: Use; Possession, or Distribution
 - Regulations: AR 635-200 and AR 600-85
 - **BOTTOM LINE:** AR 600-85 states that when a soldier is identified as having used an illegal drug, a unit commander has a choice of two courses of action, initiate Chapter 14 or prefer charges. If the commander chooses to initiate an administrative discharge, it must go up to the separation authority for decision.
 - Fort Hood Drug Suppression Team Findings:

DRUG	# ROIs (INC)	# UA (SSI)	# OTHER THAN UA	SEIZED DRUGS
Cocaine	265	256 (2)	9 (1)	5.7 grams
Methamphetamines	48	44	4	.4 grams
MARIHUANA	62	58	10	178 lbs
HEROIN	2	2	0	0
Steroids	0	0	0	0
Other Opiates (RX)	6	3	3	6.5 pills
Total	304 (383)	363		

Subjects identified: 413 (30 OCT 07 – 8 AUG 08)

- Contacts for ASAP
 - Phone: 286-6216
- What is ASAP

- The Army Substance Abuse Program (ASAP), formerly known as the Army Drug and Alcohol Prevention and Control Program (ADAPCP), is a commander's retention and readiness program under the direction of the G1 designed to:
 - Educate and train Soldiers
 - Identify problems early
 - Voluntary (self-identification).
 - Commander/supervisor identification.
 - Biochemical identification.
 - Medical identification.
 - Investigation and/or apprehension.
 - Deter substance abuse
 - Fort Hood standard testing rate is two random samples per AD soldier per year and one 100% unit sweep per year to achieve a for 300% testing rate per year.
 - Return Soldiers to full duty
- Two major components
 - Command ASAP
 - Key players
 - ADCO. The Alcohol and Drug Control Officer is in charge of all non-clinical ASAP functions and is your primary POC for ASAP issues.
 - PC. The Prevention Coordinator is responsible for prevention and training programs on your installation to include unit level training.
 - IBTC. The Installation Biochemical Test Coordinator is the installation subject matter expert for drug testing procedures.
 - EAPC. Employee Assistance Program Coordinator is the primary POC for civilian employees and/or family members in need of assistance/counseling for issues affecting their well-being.
 - Risk Reduction Coordinator. Is the primary POC for the Risk Reduction Program statistics and Unit Risk Inventory Surveys.
 - Clinical ASAP
 - Key Players
 - CD. The Clinical Director is in charge of the clinical ASAP and is your POC for counseling and rehabilitation services.
 - Counselors. The counselors screen soldiers with potential substance abuse problems and provide treatment and counseling.
- Commander's Responsibilities:
 - Appoint on orders an officer or noncommissioned officer (E-5 or above) to be trained and certified as the Unit Prevention Leader (UPL).
 - Contact your IBTC to schedule your potential UPL to take the 40 hour UPL Certification course.
 - Your UPL should receive a copy of the UPL Certification Training Program (CTP) CD-ROM which includes all the training resources for the course.
 - Once certified, your UPL with help from the ASAP staff, the UPL CTP CD and the ACSAP website should be able to provide or schedule your alcohol and other drug awareness training.
 - Ensure that the Unit Substance Abuse Program SOP and other policies are up to date and signed by you.

- Conduct random unpredictable unit urinalysis at a minimum rate of one random sample per Soldier per year. (IR)
- Maintain contact with both the clinical and command ASAP staff to ensure you are kept abreast of:
 - New training and educational materials, Risk Reduction data, drug and alcohol trends, availability and statistics within your community or area of deployment.
 - The status of your Soldiers enrolled in treatment. (Drug Testing)
 - Changes in regulations or policies, programs and campaigns within the military community.
- Support and utilize the Risk Reduction Program and work with the Risk Reduction Coordinator and the Installation Prevention Team (IPT) to design and provide prevention and intervention on identified high risk unit behaviors.
- Ensure that required training and briefings are provided.
- All Soldiers are required by AR 600-85 to receive 4 hours of alcohol and other drug awareness training annually. All newly assigned Soldiers are to be briefed on local and command ASAP policies and services.
- Immediately report all offenses involving illegal possession, use, sale, or trafficking in drugs or drug paraphernalia to the Provost Marshal (PM) for investigation or referral to the USACIDC. This includes all positive test results that do not require a medical review as directed by USAMEDCOM.
- Positive tests that require MRO review will not be reported until receipt of verified illegal use by the MRO.
- Assess programs and provide feedback to the Risk Reduction Coordinator and Installation Prevention Team for program improvements.
- Conduct SMART testing
 - Definition of SMART testing: The process where biochemical testing is conducted in such a manner that it is not predictable to the testing population. If your unit is conducting random smart testing then every soldier should believe that he/she can and may be tested on any given day at any given time.
- What do I need to know about the drug labs?
 - There are two Army Forensic Toxicology Drug Testing Laboratories (FTDTL):
 - Tripler Army Medical Center, Honolulu, HI
 - Fort Meade, MD
 - The FTDTLs test all acceptable specimens that they receive for:
 - THC (active ingredient of marijuana)
 - Cocaine
 - Amphetamine (includes methamphetamine and designer drugs such as Ecstasy)
 - In addition, the laboratory tests the specimens for at least one, but up to all four of the following drugs:
 - LSD
 - PCP
 - Opiates (includes codeine, morphine, and heroin)
 - Barbiturates (includes phenobarbital, butalbital, and secobarbital)
 - All of the drugs can be detected at the positive level for up 72 hours after use, with the exception of LSD which is about 24 hours. This is based on a casual user, who ingests a normal street dose of the drug.
 - To be reported positive a specimen must test positive twice on a screening test and then a third time on a confirmation test using the industry standard methodology; if it tests negative anytime during the testing sequence then the specimen is destroyed and reported as negative.

- Positive specimens are held frozen at the FTDTL for one year after the report date.
- Both laboratories have expert witnesses that can:
 - Answer questions concerning the validity of Soldier defenses.
 - Answer questions about what can and what cannot cause a positive result.
 - Testify in Courts Martial and boards both telephonically or in person.
- Actions to take on a positive result:
 - Consult with law enforcement
 - Initiate flag
 - If no law enforcement investigation is required, advise Soldier of UCMJ Article 31 rights.
 - If Soldier remains silent, stop, conduct a commander's inquiry without questioning Soldier
 - If Soldier waives rights then:
 - Show evidence to Soldier
 - Request contraband
 - Request statement
 - Complete the commander's inquiry
 - Refer to ASAP
 - Consider UCMJ or other adverse action
 - Initiate discharge. See AR 635-200, Chaps 9 and 14
- Limited Use Policy (Always consult with SJA concerning whether or not the Limited Use Policy applies.)
 - Objectives
 - To facilitate the identification of alcohol and other drug abusers by encouraging identification through self-referral.
 - To facilitate the treatment and rehabilitation of those abusers who demonstrate the potential for rehabilitation and retention.
 - What can it do?
 - Prohibits the use by the government of *protected evidence* (evidence of certain positive drug results, or certain types of information about illegal drug or alcohol use) against a Soldier in courts-martial, UCMJ or for an unfavorable characterization of service.
 - If a commander identifies a Soldier as a drug abuser through self-referral then the commander is not required to initiate separation action.
 - A Soldier can still be administratively discharged for a positive drug test that is covered by the Limited Use Policy but the Soldier will receive an Honorable Discharge.
- How do I test a Soldier for alcohol, steroids or some other drug not normally tested?
 - Request by memorandum that the specimen(s) be tested. Do not place the Soldier(s) name on the memorandum or the FTDTL will destroy the specimen IAW their SOP.
 - Specimens that are requested for steroid testing will only be tested for steroids. You must have probable cause (verified by SJA) to request this test.
 - Special tests. These tests can only be ordered when you have probable cause and you must coordinate with the IBTC prior to collection. These tests require different paperwork and are sent to the Armed Forces Institute of Pathology (AFIP) in Rockville, MD.
- What is the Risk Reduction Program (RRP) and how can it help me?

- The RRP is designed to gather data about fourteen high risk behaviors that effect unit readiness such as drug and/or alcohol offenses, deaths, and spouse and child abuse incidents.

D. Sexual Assault Prevention. The Sexual Assault Prevention and Response Program reinforces the Army's commitment to eliminate incidents of sexual assault through a comprehensive policy that centers on awareness and prevention, training and education, victim advocacy, response, reporting, and accountability. Army policy promotes sensitive care and confidential reporting for victims of sexual assault and accountability for those who commit these crimes.

- Definitions of Sexual Acts and Sexual Contact (Art 120 UCMJ)
 - Sexual Act: Contact between the penis and the vulva by penetration, however slight; or penetration, however slight, of the genital opening of another with intent to abuse, humiliate harass, degrade, arouse, or gratify sexual desire of any person.
 - Sexual Contact: The intentional touching or intentionally causing another person to touch, either directly or through the clothing, the genitalia, anus, groin, breast, inner thigh, or buttocks of another person, with the intent to abuse, humiliate, degrade, arouse, or gratify the sexual desire of any person.
 - Fort Hood Trends:
 - Single Soldiers (Ages 18 – 22)(E-1 – E-6)
 - Living in barracks
 - Alcohol-related
 - High operational tempo overseas (deployments/re-deployments)
 - Lack of control regarding barracks visitations



TIP: Building a Team



Soldiers must know that respecting and protecting the dignity of others is the cornerstone of our institution and that preventing sexual assault and speaking up are the right things to do... It's about leadership. It's about discipline. And it's about building a band of brothers and sisters that can rely on one another. GEN George W. Casey, Jr.

- Rape Facts & Fiction
 - Facts:
 - There is no "typical" rapist or victim
 - They come from: all age, ethnic and economic groups; both sexes, and all sexual orientations
 - Rapists can be strangers, friends, family, acquaintances or dates
 - Rape is a violent crime
 - Rapes occur anywhere, at all times of the day
 - Most rapes are committed by someone the victim knows
 - Most rape victims are females, but males can also be raped
 - Rape is an act of power, not strictly sexual desire
 - Most rapes go unreported because the victim feels ashamed or afraid no one will believe them

- “No” means “no” and nothing else!
- Fiction
 - A rapist only wants sexual satisfaction
 - People who wear seductive clothing are only asking to be raped
 - Most women falsely report rapes to get back at men
 - Women often say “no” when they really mean “yes”
- Victim’s Rights
 - DD Form 2701, Victim/Witness Assistance Form
 - Right to be treated professionally, fairly and with sensitivity
 - Right to reasonable protection
 - Right to know information pertaining to court
 - Right to confer with an attorney
 - Right to information about conviction, sentencing, imprisonment & appeals process (3-5 years after sentencing)
- Reducing the Risk
 - Establish unit safety policies to prevent rapes and ensure they’re enforced.
 - Educate soldiers regarding the hazards of intoxication.
 - Encourage SJA and USACIDC Training regarding rape and unit rape prevention.
 - Ensure all incoming soldiers and spouses receive initial rape prevention training.
 - Report all unwelcome sex to the MP’s, local CID Office or Unit Chain of Command.

****FORT HOOD SEX ASSAULT HOTLINE**: 254-287-2722**

E. Suicide Prevention and Awareness Training. Improve readiness through the development and enhancement of the Army Suicide Prevention Program policies designed to minimize suicide behavior; thereby preserving mission effectiveness through individual readiness for Soldiers, their Families, and Department of the Army Civilians.

References

- DA PAM 600-24 (1988)
- USAREUR Supplement to AR 600-63 (1997)
- US Army Guide to the Prevention of Suicide and Self-Destructive Behavior (Adapted)
- Assessing Suicide Risk: Guidelines for Military Chaplains (The Menninger Clinic)

If the Soldier seems preoccupied with death, hints at having thoughts of suicide, or makes threats toward others, remember your suicide prevention training.

- Say something such as, “I can see that you feel distressed.” “Have you thought of hurting yourself or someone else?” or “Do you wish you were dead?”
- Follow-up with, “Have you thought of how you could kill yourself?” (or others).
- Don’t act shocked or alarmed. Encourage the Soldier to talk using the techniques on this card.
- If the Soldier is armed, say something such as, “Let me unload your weapon and keep it safe for you while we talk.”

- After the Soldier has talked as much as he wants, say something such as, “I need to get you help for this. There are people near who can help you.”
- Don’t leave this person alone. Secure any weapons. Immediately take the Soldier to your chain of command or to a medical care facility.



A SUICIDAL PERSON NEEDS IMMEDIATE ATTENTION

Applied Suicide Intervention Skills Training (ASIST) - ASIST is a two day suicide intervention training program featuring basic intervention skills

- Location: Chaplain Family Life Training Center at the Comanche Chapel Bldg 52024
- Call for dates & times 287-6310

- Common Myths
 - People who commit suicide are crazy
 - Good circumstances prevent suicide
 - People who talk about suicide will not commit suicide
 - People who threaten suicide, cut their wrists, or do not succeed at other attempts are not really at risk for suicide
 - Talking about suicide with people who are upset will put the idea of suicide in their heads
 - People who are deeply depressed do not have the energy to commit suicide
 - People often commit suicide without warning
- What to look for
 - A preoccupation with death
 - Withdrawal from friends/family or other major behavioral changes
 - Seeing oneself differently
 - ugly, for example

- putting oneself down
- Difficulty concentrating
- Noticeable changes in eating or sleeping patterns
- Putting ones life in order
- Sudden & extreme weight loss or gain
- Personality changes
- Use of drugs or alcohol
- Recent suicide of friend or relative
- Previous suicide attempt
- Unexplained loss of energy
- Excessive risk-taking



TIP: Predictability



Like safety, suicide is both predictable and preventable when leaders are engaged and know their Soldiers.

- Actions to take
 - Take threats seriously
 - Answer cries for help
 - Confront the problem
 - Be direct
 - Be a good listener -- and a good friend
 - Tell them you care
 - Get professional help
- What not to do
 - Don't Panic . . . Stay Calm
 - Don't leave them alone
 - Don't assume they're not "the type"
 - Don't debate the morality of it or how it might make others feel
 - Don't keep a deadly secret
- Who to contact
 - Chain of Command
 - Clinic
 - Military Police
 - Chaplain

Is your buddy in crisis?

*If your buddy is in crisis, remember: **ACE***



F. Training Requirements.

(1) Responsibilities. Safe operations start with unit readiness. Readiness depends on the ability of a unit to perform its mission-essential task list (METL) to standard. Ready units have self-disciplined Soldiers who consistently perform to standard; leaders who are ready, willing, and able to enforce standards; training that provides skills needed for performance to standards; standards and procedures for task performance that are clear and practical; and support for task performance, including required equipment, maintenance, facilities, and services. Performing to standard is one of the key steps in preventing accidents. However, each leader must be aware that written standards may not exist for every task.

Specific safety training subjects are referenced in FH Reg 350-1, Table 10-1. Commanders will complete the on-line US Army Readiness / Safety Center Commanders Safety Course (CSC). Unit assigned safety officers will complete the on-line Additional Duty Safety Course (ADSC) and the Fort Hood Unit Safety Officers Course. Senior NCO's will complete the appropriate safety course defined in Forces Command NCO Accident Prevention Program.

G. Army Traffic Safety Training Program (ATSTP)

Driver Training. The regulation (AR 600-55) establishes standards, policies, and procedures for the selection, training, testing, and licensing of operators of Army wheeled and tracked vehicles and equipment. (See TC 21-306 for specific guidance on tracked vehicle operators.)

ACCIDENT AVOIDANCE COURSE

- Web-based training available on the CRC website – <https://safetylms.army.mil>
- Required for individuals (military / civilian) driving army motor vehicles and/or GSA vehicles

- Must repeat the training every four years (Provide supervisor with printable certificate of completion)

LOCAL HAZARDS COURSE / INTERMEDIATE DRIVERS COURSE

- Military personnel under 26 years of age who possess a driver's license
- 3-hour classroom course intended to reinforce a positive attitude toward driving
- Replacement Detachment has priority

DRIVERS IMPROVEMENT TRAINING / REMEDIAL DRIVERS TRAINING

- Magistrate directed for personnel receiving on-post citations
- Taught every Thursday morning from 0900 – 1200

Motorcycle Training IAW III Corps & Fort Hood Command Motorcycle Safety Program, Safety – 02.

- Mandatory Training: Memo signed by Cdr/1SG to register for training

Phase 1

- Basic Rider Course (BRC): New/Beginners
- Experienced Rider Course (ERC) : Licensed w/120 days riding

Phase 2

- Sports Bike Riders w/12 months riding

Phase 3

- Refresher training for redeployed riders

H. GENERAL ORDER #1, Motor cycle safety requirements

a. **Purpose and Punitive Provision.** The safety and welfare of Soldiers is negatively affected by the number of serious injuries and deaths caused by motorcycle accidents. These injuries and deaths degrade the readiness of the command and interfere with good order. Violation of General Order # 1 may be punishable under the UCMJ and/or by adverse administrative action.

b. **Requirements.** While motorcycle maintenance is essential, it is equally important to receive initial training for first-time riders, and refresher training for experienced riders in defensive as well as offensive driving techniques. As a result of rising motorcycle fatalities the Department of the Army now requires motorcycle training for all active duty Soldiers, Reservists, National Guard members, contractors, and Department of Defense employees. In accordance with Army Regulation 385-10, prior to operating a motorcycle, Army personnel must successfully complete an Army approved hands-on motorcycle rider course. Anyone registering a motorcycle on an Army installation must show proof of completing a Motorcycle Safety Foundation course.

(1) Soldiers shall not operate motorcycles unless they are properly licensed, registered, and insured.

(2) Before operating any motorcycle, on or off the installation, Soldiers shall comply with all of the GO1 requirements regarding completion of an approved Motorcycle Safety Course and carrying proof of completing the course.

(3) Soldiers shall, at all times, comply with the requirements of GO1 pertaining to headphones, headlight illumination, motorcycle safety equipment, and the wearing of protective gear.

I. Motorcycle and Vehicle Safety Inspection Checklists

POV INSPECTION CHECKLIST

At least a two week period should be allowed to ensure timely repairs.

ITEM	WHAT TO CHECK	LOOK FOR KNOWN DEFICIENCIES	CHECK OFF	
TIRES	Condition	Tread depth, wear, weathering, evenly seated, bulges, imbedded objects, cuts, breaks. At least one mm of tread over entire traction surface. <i>(Using a penny, place it in the tire tread with head facing downward. If the tread does not reach the top of Lincoln's head, there is insufficient tread depth)</i>	Front	Rear
	<i>NOTE: No mixing of radial tires and bias tires.</i>			
	Spare tire	Spare tire (inflated), jack, lug wrench	Pass	Fail
LIGHTS	Head lights	Both high and low beams operational, cracked, condensation, secured	Left	Right
	Tail Lights	Lenses intact, tail light working when turned on (red)	Left	Right
	Brake lights	Lenses intact, brake light working when brake is applied (red)	Left	Right
	Turn Signals	Lenses intact, left and right turn signals blink (red lights in rear and yellow lights in front)	Front Left	Rear Right
	Backup lights	Lenses intact, left and right backup lights work (White Light)	Left	Right
	Four-way Flashers	Lenses intact, left and right turn signals flash/blink at the same time	Front Left	Rear Right
	License Plate Light	Lenses intact, does light stay on		
			Pass	Fail
WINDSHIELD & WINDOWS & WIPERS	Windshield	Not cracked, broken or scratched to the degree that impairs vision	Pass	Fail
	Rear Window	Not cracked, broken or scratched to the degree that impairs vision	Pass	Fail
	Windows	Windows go up and down, scratched or tinted to the degree that impairs vision	Pass	Fail
	Window controls	Check handles, push electric buttons	Front	Rear
	Windshield wipers	Both wipers are installed on vehicle, windshield wipers work, blades show signs of wear	Pass	Fail
MIRROR	Mirror Outside	Missing, cracked	Left	Right
	Mirror Inside	Missing, cracked	Pass	Fail
BUMPERS	Bumper Front	Missing, loose, broken	Pass	Fail
	Bumper Rear	Missing, loose, broken, bent in any way to cause a hazard	Pass	Fail
BRAKES	Brakes	Foot pedal cannot travel more than half way to floor, does brake light stay on	Pass	Fail
	Emergency Brake	Properly adjusted, check emergency brake by: pull/push emergency brake, apply foot to brake, gently press gas pedal, ensure brake holds vehicle	Pass	Fail

Interior			
Horn	Does it work	Pass	Fail
Defroster Front	Ensure hot air blows out above the dash	Pass	Fail
Defroster Rear	Check light on dash, if in the winter ensure it works by allowing the rear windshield to clear up	Pass	Fail
Emergency equipment	(OPTIONAL) First aid kit, warning triangle, flashlight, fire extinguisher, blanket, flares, shovel, chains, tools, etc. (Check host nation laws for any additional equipment)	Pass	Fail
Heater	Ensure heater works	Pass	Fail
SEATBELTS			
Seatbelt Front/Rear (Include shoulder harness during inspection, may have a center seat belt)	Missing, frayed, does not snap	Front	Rear
LICENSE/DECALS/INSURANCE			
State Drivers License	Expired, missing	Pass	Fail
Installation decal	Missing, needs replacing	Pass	Fail
License Plate (License plates match windshield decal (Europe Only))	Expired, check sticker/decal to ensure plate is current	Pass	Fail
Insurance	Does the operator have valid insurance	Pass	Fail
UNDER THE HOOD			
FLUIDS			
Brake	Filled to appropriate level	Pass	Fail
Windshield washer	Windshield washer fluid	Pass	Fail
Battery	Check the color indicator on the battery	Pass	Fail
Power Steering	Filled to appropriate level	Pass	Fail
HOSES	Cuts, cracks, leaks, bulges, chaffing, deterioration	Pass	Fail
BATTERY	Terminals, clean and tight, held down securely	Pass	Fail

Inspector's

Name: _____ Signature _____

Operator

Name: _____ Signature _____

Platoon Sergeant/Platoon Leaders
approval _____

Date inspection was conducted _____

Date follow-up inspection was conducted _____

Leave/Pass/Holiday _____

Inspection checklist can be revised based on local requirements - e.g., snow tires/chain

MOTORCYCLE INSPECTION

Motorcycle Inspection Personal Information Checklist

Operator:		
Rank:	Last Name:	F.Name MI:

Vehicle Description:			
Make:	Model:	Year:	Color:

Drivers License Info:		
State:	License Number:	Expiration Date:
Endorsement: Yes / No		

Insurance Info:	
Insurance Company:	Policy Number:
Activation Date:	Expiration Date:
Required PPE?	
Date Completed Motorcycle Safety Foundation Course:	
Motorcycle Safety Foundation Course Card Number:	

Motorcycle Safety Inspection Checklist

L -- LIGHTS			
ITEM:	CHECK:	INSPECT FOR:	CHECK
Battery	Condition	Terminals clean and tight, electrolyte level, battery held down securely.	
	Vent Tube	Not kinked, routed properly, not plugged.	
Lenses	Condition	Cracked, broken, securely, mounted, excessive condensation.	
Reflectors	Condition	Cracked, broken, securely mounted.	
Wiring	Condition	Fraying, chafing, insulation.	
	Routing	Pinched, no interference or pulling at steering head or suspension, wire looms and tied in place, connectors tight, clean.	
Headlamp	Condition	Cracks, mounting and adjustment system.	
	Aim	Height and right / left. High and Low beam work.	
Brake Light	Condition	Cracks, operational w/Front hand control and foot	
Turn Signals	Condition	Cracks, operational.	Front -
	Condition	Cracks, operational and not flush mounted to fairing.	Rear-
License Plate	Condition	Visible to motorists and equipped with light.	

C -- CONTROLS			
ITEM:	CHECK:	INSPECT FOR:	CHECK
Levers	Condition	Broken, bent, cracked, mounts tight, ball ends on handlebar lever.	
	Pivots	Lubricated.	
Cables	Condition	Fraying, kinks, lubrication, ends and length.	
	Routing	No interference or pulling at steering head, suspension; no sharp angles, and wire looms in	
Hoses	Condition	Cuts, cracks, leaks, bulges, chafing, deterioration.	
Throttle	Operation	Moves freely, snaps closed, no revving.	
	Routing	No interference or pulling at steering head,	

		suspension; no sharp angles, and wire looms in	
Horn	Condition	Installed and operational.	

C -- CHASSIS

ITEM:	CHECK:	INSPECT FOR:	CHECK
Frame	Condition	Cracks at gussets/welds, accessory mounts, look for paint lifting and or corrosion.	
	Steering Head Bearings	No detent or tight spots through full travel, raise front wheel (if equipped w/Ctr Stand) check for play by pushing/pulling forks.	
	Swing arm Bushings Bearings	Raise rear wheel, check for play by pushing/pulling swing arm.	
Suspension	Forks	Smooth travel, no excessive corrosion, straight.	
	Shock(s)	Smooth travel, no leaks or seepage.	
Chain/Belt	Tension	Check at ctr bottom portion of Chain/Belt. Approximately 3/4" to 1 1/2" free movement. (Chain should not be to tight, no excessive slack.)	
	Guard	Belt/Chain Drive Motorcycles should be equipped w/a chain/belt guard on top of item.	
	Lubrication	Light coat application. No excess Lube. NO RUST on chain Belts are not to be lubricated.	
	Sprockets	Teeth not hooked, or excessively worn Securely mounted.	
Fasteners	Threaded	Tight, missing, bolts, nuts	
	Clips	Broken, Missing.	
	Cotter Pins	Broken, Missing.	

O -- OIL

ITEM:	CHECK:	INSPECT FOR:	CHECK
Levels	Engine Oil	Check warm on Center Stand, dipstick or sight	
	Hypoid - Gear Oil	Transmission, rear drive shaft drive Motorcycles.	
	Hyd. Oil	Brakes and clutch, reservoir or sight glass.	
	Coolant	Reservoir and/or coolant recovery tank - cool only.	
Leaks	Fuel	Tank or Gauge for serviceability.	
	Engine Oil	Gaskets, housings, seals	
	Hypoid - Gear Oil	(Shaft Drive Motorcycles) Gaskets, seals, breathers.	
	Hyd. Oil	Hoses, master cylinders, calipers.	
	Coolant	Radiator, hoses, tanks, fittings, pipes.	
	Fuel	Lines, fuel taps, carburetors.	

T-- TIRES & WHEELS

ITEM:	CHECK:	INSPECT FOR:	CHECK
Tires	Condition	Tread depth, excessive wear, weathering, evenly bulges, imbedded objects/plugs.	
	Air Pressure	Check when tire is cold. (30-40psi)	Fr.
Wheels	Spokes	Bent, broken, missing, check at top of wheel for tension: "Ring" = ok "thud" = loose spoke.	
	Rims	Cracks, dents, bent in appearance.	
	Bearings	Grab Top and bottom of tire and flex: No free play (click) between hub and axle, no growl when	
	Seals	Cracked, cut or torn, excessive grease on outside, reddish-brown outside.	

S-STAND			
ITEM:	CHECK:	INSPECT FOR:	CHECK
Center stand	Condition	Cracks, bent. (some motorcycles may not be with a center stand)	
	Retention	Springs in place, tension to hold positions.	
Side stand	Condition	Cracks, bent. Safety cutout switch. (This will stop or stall engine if placed in gear and stand is down.)	
	Retention	Springs in place, tension to hold positions.	

Operator and Inspector Signatures:

Operator Signature: _____ **Date:** _____

Inspector Printed Name: _____

MOTORCYCLE INSPECTION

T – Tires and Wheels

- Condition, air pressure

C – Controls

- Levers, cables, hoses, throttle

L – Lights

- Battery
- lenses, reflectors, wiring, headlamp

O – Oil Levels and leaks

C – Chassis

- Frame, suspension, chain/belt, fasteners

S – Kickstand

- Condition, retention

Note: A complete color motorcycle checklist can be found at the following webpage: https://cra.army.mil/riskmanagement/driving_pov/Motorcycle_T-CLOCS_poster.pdf

Check to ensure that all riders possess the appropriate PPE: Helmet, gloves, long trousers/shirt (jacket), goggles, reflective upper garment, etc.

ATV

Pre-ride inspection. A properly conducted pre-ride inspection will minimize the chance of injury, identify damaged equipment, and preclude stranding of the operator. The pre-ride inspection checklist is designed to be used as a record and should be used before every ride. A thorough completion of the checklist will provide a good record of the maintenance, repairs, and overall condition of the ATV. The inspection checklist is divided into a double column so you will have space to record 2 complete pre-ride inspections. Additionally, fill-in spaces are provided for you to add other items if necessary.

Performing the inspection.

1. Inspect all items listed in the “inspection items” column.
2. Note the date the items were inspected. The items should be inspected each time.
3. In the “notes” column, write some reminder comments to describe the conditions of the items inspected.
4. Inspection Form provided can be modified as appropriate (location, environment, etc).

J. Safety Program Resources.

- U.S. Army Combat Readiness / Safety Center <http://www.crc.army.mil>
 - Commanders Toolbox
 - Preliminary Loss Reports
 - Combat Readiness University-II (CRU)
 - Travel Risk Planning System - TRiPS
 - Ground Risk Assessment Tool (GRAT)
- III Corps & Fort Hood Safety Office 287-7038
- Other Sources.
 - Center for Army Lessons Learned <http://call.army.mil/>
 - U.S. Army Center for Health Promotion and Preventive Medicine (CHHPM) <http://chppm-www.apgea.army.mil/>
 - OSHA Rules <http://www.osha.gov>
 - EPA Rules <http://www.epa.gov>



TIP: III Corps Commanding General Comment

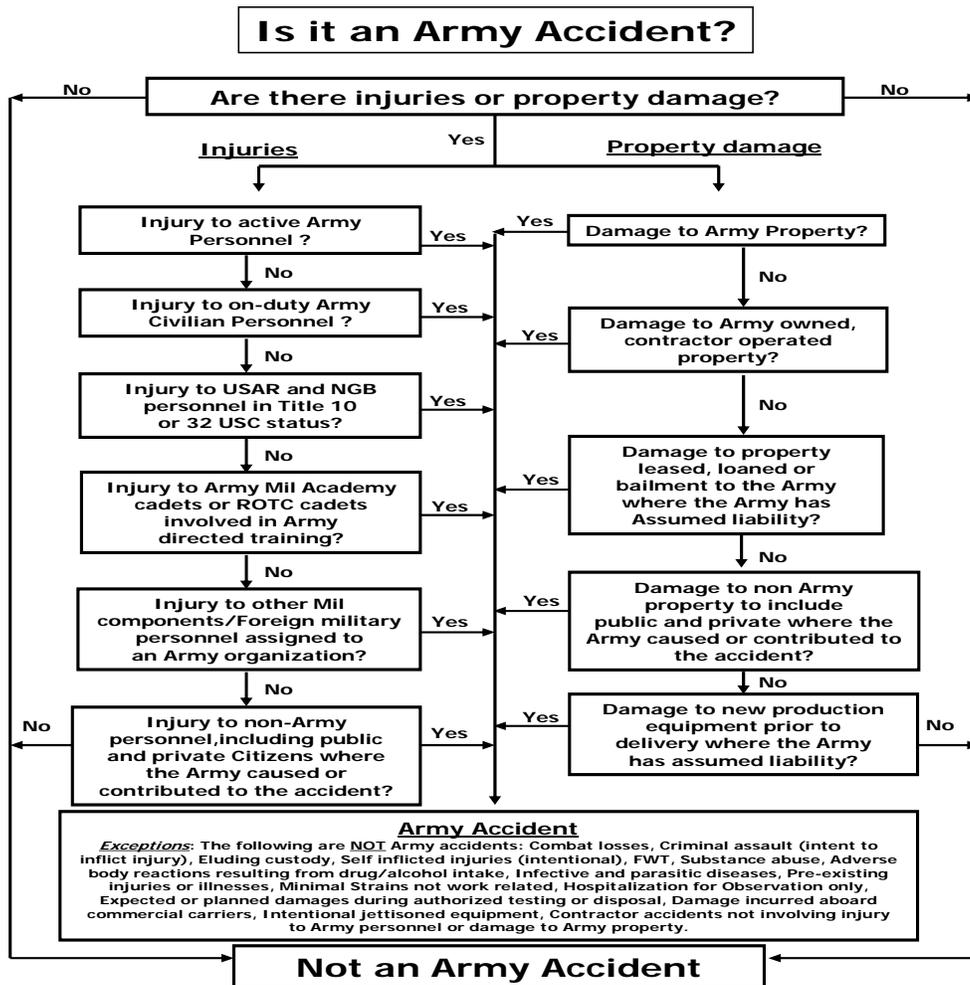


“I’m absolutely convinced that all accidents are predictable and preventable.”

K. Accident Reporting.

Definitions. An Army accident is defined as an unplanned event, or series of events, which results in one or more of the following:

- Occupational illness to Army military or Army civilian personnel.
- Injury to on-duty Army civilian personnel.
- Injury to Army military on-duty or off-duty.
- Damage to Army property.
- Damage to public or private property, and/or injury or illness to non-Army personnel caused by Army operations (the Army had a causal or contributing role in the accident).



Accident Reporting Web site:

<https://crc.army.mil/AccidentReporting/detail.asp?iData=11&iCat=616&iChannel=30&nChannel=AccidentReporting>.

L. Accident and Incident Classes

- Class A: \$1 mil or more, destroyed aircraft / missile, permanent total disability, or fatality
- Class B: \$200K up to \$1 mil, permanent partial disability, 3 or more hospitalized
- Class C: \$20K up to \$200K, lost work day, or disability at any time
- Class D: \$2K up to \$20K, restricted work, job transfer, medical treatment beyond first aid, needle sticks (contaminated blood or infectious material), medical removal, hearing loss, or work-related tuberculosis
- Class E aviation accident: Property damage costs less than \$2K
- Class E aviation incident: Mission interrupted or not completed due to FWT or malfunction of component or part.
- Class F aviation incident: Foreign object damage confined to aircraft turbine engine

Responsibilities. First priority - safety of victims, personnel involved, and the general public.

- Contact emergency services - Fire, Rescue, MP, HAZMAT Team, EOD

- Notification - chain of command
- Process. Initiate actions IAW unit pre-accident plan.
- Resources. AR 385-10, Para 3-3 / DA Pam 385-40

M. Environmental Awareness. An Environmental Management System (EMS) is the part of an organization's overall management system that integrates environmental concerns and issues in the organization's management processes. An EMS helps organizations avoid environmental problems by increasing awareness and developing sustainable activities and processes.

- Contacts and Location
 - Located in Bldg 4219 77th and Warehouse
 - DPW Environmental (254) 287-8755
- DA and Fort Hood Environmental Regulations
 - AR 200-1, ENVIRONMENTAL PROTECTION AND ENHANCEMENT, 13 Dec 2007
 - FH 200-1, Environment and Natural Resources, 15 July 2004
 - FH 420-1, Fire Regulations, 1 Sep 2007
 - FH 420-6, Recycle Program, 19 Oct 2007
 - FH 420-5, Standards for Signs and Markings, 19 Oct 2007
 - FH 420-9, Energy Efficiency Program, 24 Oct 2007
 - FH 420-27, Care, Maintenance, and Alterations of Facilities 15 Mar 2000
- Environmental Compliance Assessment Teams Contacts and Services
 - Contacts:
 - Team Leader, Garrison, Hood Partners 287-9103
 - 1CAV, 3ACR, 41st Fires 287-9604
 - 13SC(E), Contractors, Sep BDEs 287-9105
 - 4ID, 3/1ID, MOB/DEMOB 287-9103
 - Services
 - Environmental Training
 - Commander's In-brief
 - Unit Quarterly Environmental Training
 - Monthly Spill Prevention Briefing
 - Environmental Management System (EMS)
 - As requested by Unit/Activity
 - Routine Drive-through
 - Assistance Visit
 - Deploy/Re-deploy brief and support
 - Facility Closeout
- Points of Interest
- Defense Reutilization and Marketing Office (DRMO)
 - Location: 4289, 80th and Tank Destroyer
 - Hours of Operation: about 0800-1300
 - DRMO (Bldg 4289): 618-7690
 - Hazmat POC: 288-7978
- HazMart
 - Who to contact
 - HazMart at 532-9861
 - For hazardous materials procurement 254-287-9718
 - What is it?
 - Centrally controlled local purchase of hazardous materials

- Supplement to the standard Army supply system – *not in lieu of*
 - Why use it?
 - Reduce losses from excess purchase
 - Prevent unauthorized items from entering Ft. Hood
 - Items on Restricted Use List are not for everyone!
 - Some products available at many local retailers are not authorized for Ft. Hood
 - Stock “Local Purchase” items, DON’T go off post to get them
 - How do I use it?
 - Stock most items you’ll ever need
 - Purchase with Government Purchase Card
 - Cardholder may delegate, but final charge will be done only when cardholder has provided card information to HazMart staff
- Recycling
 - Who to contact
 - Bldg. 4626, South End of 72nd Street next to Railhead Drive
 - Ft. Hood Recycle Manager 288-5307
 - Business Office: 287-2336
 - Outreach: 287-2336
 - Collection Program: 287-1606/6732
 - Receiving & Processing: 287-7881
 - What do the Regs say?
 - “Participation in the Fort Hood Recycling Program is a requirement, not an option.”
 - DPW-ENV works to provide containers and pick-up services
 - Any recycle container can be used and any container can be a recycle container – just label it!
 - Bulk Pick Up
 - You can request 40 yard containers for any recycle material including metal.
 - We deliver and pick up
- Bio-Remediation Site
 - Services:
 - Parts Washer
 - Solvent Distillation
 - Tanker Purge Facility
 - Mobile Kitchen Trailer Facility
 - JP8/Antifreeze Recycling
 - Bio-remediation (POL/Contaminated Soil)
- Classification Unit (CU)
 - Hours and Contact
 - Open M-F, 0730-1630
 - 288-7627
 - Services
 - Turn in of Hazardous Materials and Used Products
 - Household hazardous materials turn in / reuse program
 - Cooking oil turn in
 - E-cycle for household electronics
 - Advice and guidance!
 - How to turn in at the CU
 - Call ahead
 - NO POVs!

- Bring two copies of DA3161, Request for turn in and issue
 - Use your DODAAC, unit and MSC
 - Segregate load for compatibility (best if you keep POL and batteries separate)
- Class III (P) Warehouse
 - Hours and Contact
 - Open M-F, 0900-1200, 1300-1600
 - 287-6871/286-6230
 - 4919 Santa Fe Ave
 - Services
 - Class III (P) receives excess CL III (P), stores, and re-issues free of charge to units throughout the Fort Hood area.
 - Must have a DA 1687 and Assumption of Command Orders on file at the Class III (P)
 - No POV's
- Education and classes
 - Environmental Compliance Officer Course:
 - Must be a SSG and/or above
 - On signed orders
 - Classes are given on a monthly basis
 - Environmental Compliance Officer Assistant Course:
 - Any rank can attend
 - On signed orders
 - Classes are given Quarterly
 - Cannot serve as the ECO
 - Environmental Compliance Officer Refresher Course:
 - Must have certification prior
 - Required annual training
 - Deployed can receive a waiver
 - Unit Quarterly Environmental Training:
 - Must be given by certified personnel (i.e. ECO, Env. Trainers, ECAT etc...)
 - Given Quarterly to entire unit
 - Upon request
 - Documented
 - Spills Training:
 - Given to everyone monthly
 - Documented

N. Radiation Safety.

Definitions. The mission of the Army requires the use of certain items of equipment that contain radioactive materials. These items usually contain sealed Radioactive sources that pose no significant harmful effects unless the seal or container is broken or damaged. When this happens, specific safety precautions must be taken to ensure limited exposure to personnel and minimal contamination. Common types of military equipment containing radioactive materials are chemical agent alarms/detectors, chemical agent monitors, muzzle reference sensors, illuminating sighting/fire control devices containing tritium (i.e., collimators), radiation surveying meters, calibrating sources, radiac meters, and compasses and watches containing tritium or radium paint dials.

Process. When any of the items mentioned above becomes lost, damaged, or stolen, you should place the item in a double-wrapped plastic bag and contact your unit Radiation Officer, or call the Fort Hood Safety Office (287-3323).

References.

AR 385-10 U.S. Army Safety Program

DA PAM 385-10 Army Safety Program

DA PAM 385-30 Mishap Risk Management

DA PAM 385-40 Accident Reporting

DA PAM 385-24 The Army Radiation Safety Program

DA PAM 385-1 Small Unit Safety Officer/NCO Guide

OSHA 29CFR 1910.Series