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Fort Eustis, Virginia 23604-5700

***TRADOC Regulation 385-2**

14 June 2024

Safety

U.S. Army Training and Doctrine Command Safety and Occupational Health Program

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History. This publication is a major revision. The portions affected by this revision are listed in the summary of change.

Summary. This regulation prescribes policies, responsibilities, and procedures for the development, implementation, and evaluation of the U.S. Army Training and Doctrine Command Safety and Occupational Health Program. U.S. Army Training and Doctrine Command commanders and commandants will adhere to all Army guidance on safety and occupational health. This publication expands upon select areas of Army guidance to meet command requirements. Where a conflict may exist between standards set within this regulation and higher-level guidance, the more stringent will apply.

Applicability. This regulation applies to all U.S. Army Training and Doctrine Command organizations and personnel operating within U.S. Army Training and Doctrine Command operational environments.

Proponent and exception authority. The proponent for this regulation is the Deputy Commanding General/Chief of Staff, U.S. Army Training and Doctrine Command. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may also delegate this authority in writing,

*This regulation supersedes TRADOC Regulation 385-2, dated 23 October 2015.

to a division chief with the proponent agency or its direct reporting unit or field-operating agency, in the grade of colonel or the civilian equivalent. Exception authority is delegated to the Director, U.S. Army Training and Doctrine Command Safety Office. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil.

Army management and control process. This regulation does not contain internal control provisions.

Supplementation. Supplementation of this regulation and establishment of command and local forms is prohibited without prior approval from Commander, U.S. Army Training and Doctrine Command (ATCS-S), 950 Jefferson Ave, Fort Eustis, Virginia 23604-5700 or usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Director, U.S. Army Training and Doctrine Command Safety Office (ATCS-S), 950 Jefferson Ave, Fort Eustis, VA 23604-5700 or usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil.

Distribution. This regulation is available in electronic media only at the U.S. Army Training and Doctrine Command Administrative Publications website, https://adminpubs.tradoc.army.mil/.

Summary of Change

TRADOC Regulation 385-2
U.S. Army Training and Doctrine Command Safety and Occupational Health Program

This revision, dated 14 June 2024

o Formalizes a U.S. Army Training and Doctrine Command (TRADOC) Safety and Occupational Health Program and Management System (chap 1).

o Changes risk approval authority guidance (para 1-6).

o Changes the evaluation cycle for subordinate organization safety and occupational health programs (chap 1).

o Provides updated guidance on councils and forums (chap 1).

o Mandates the use of the Army Safety Management Information System (ASMIS 2.0) for mishap reporting and investigation (chap 2).

o Mandates the use of command safety councils (chap 3).

o Mandates the completion of annual aviation mishap prevention surveys (chap 3).

o Mandates the use of aviation mishap prevention information bulletin boards (chap 3).

o Updates aviation mishap reporting and investigation procedures (chap 3).

o Provides risk guidance for aviation missions with minimum crew (chap 3).

o Deletes reference to United States Army Capabilities Integration Center and adds coordination responsibilities with Futures and Concepts Center (chap 4).

o Removes the requirement for Headquarters, TRADOC to issue an annual awards nomination tasker (chap 5).

o Renames *range control* to *range management and range operations* (chap 6).

o Modifies guidance on the storage and issue of ammunition from arms rooms (chap 7).

o Modifies personal protective equipment and personnel placement guidance during personnel movement in formation (chap 8).

o Mandates the establishment and functions of a motorcycle safety program (chap 8).

o Updates all references related to radiation safety program management (chap 10).

o Clarifies safety officer responsibility to monitor and track rehearsal of the medical support plan (chap 11).

o Adds the requirement for commanders to provide written guidance on how individuals who have had previous cold injuries, heat injuries, or have been identified as possessing sickle cell trait, will be made identifiable to cadre and other leaders (chap 11).

o Renames *Career Program (CP-12)* to *Functional Community (FC-12)* (chap 14).

o Introduces and recognizes the Professional Certificate in Safety and Occupational Health Certificate (throughout).

o Replaces the titles Additional Duty Safety Officer and Collateral Duty Safety Officer with Unit Safety Officer (throughout).

o Changes Fatality After Accident Review to Fatality After Mishap Review (throughout).

o Changes the title senior safety director to installation safety director (throughout).

o Replaces the term accident with the term mishap (throughout).

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Chapter 1
Introduction

1-1. Purpose

a. This regulation prescribes policies, procedures, and responsibilities governing the U.S. Army Training and Doctrine Command (TRADOC) Safety and Occupational Health Program (TSOHP). It provides TRADOC-specific requirements to supplement AR 385-10 "The Army Safety and Occupational Health Program" and related DA Pamphlets 385-series. This regulation also incorporates the requirements of Sections 651 through 678, Title 29, United States Code (29 USC 651-678), known as the Occupational Safety and Health Act of 1970, as amended. Commanders, leaders, and supervisors ultimately have the responsibility to identify, mitigate, and accept risk, including risks not specifically outlined in this program. This regulation assists TRADOC leadership and military and civilian employees in their efforts to complete the mission, protect the force, protect against accidental loss, protect and conserve resources, and establish a proactive safety culture.

b. The TSOHP institutionalizes safety and the risk management (RM) processes in TRADOC operations, systems, doctrine, and training. The TSOHP is based on the key elements of leadership engagement, management, commitment, employee involvement, and continuous process improvement. The TRADOC Safety and Occupational Health Management System (TSOHMS) provides the plans and procedures used to evaluate and manage the TSOHP effectiveness at every operational level. The TSOHMS is six core interrelated/interacting safety management functions, performing as one coherent system to synchronize, coordinate, collaborate, and improve how safety and occupational health (SOH) is implemented into TRADOC operations. Guidance on management of the core functions of the TSOHMS are provided both within this regulation and within TRADOC Pamphlet (TP) 385-1. The six core functions for the TSOHMS are:

- Leadership engagement and personnel/Soldier participation (program management)
- Training and promotion
- Inspections/assessments
- Mishap, near-miss, and illness reporting and investigation
- Hazard analysis and countermeasures
- Health protection and readiness

1-2. References

Required and related publications, as well as required and referenced forms, are in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and terms used in this regulation are within the glossary.

1-4. Responsibilities

a. Director, TRADOC Safety will-

(1) Report to Commanding General (CG), TRADOC. While direct access is authorized, normal communications will be routed through the Deputy Commanding General (DCG)/Chief of Staff (CoS), TRADOC.

(2) Serve as principal advisor to the CG, TRADOC and TRADOC staff on all safety and occupational health issues pertaining to the execution of the command's mission.

(3) Coordinate directly with higher headquarters, to include Headquarters, Department of the Army, other Army commands, direct reporting units, Army service component commands, the United States Army Reserve Command, the National Guard Bureau, field operating agencies, other services, state/Federal agencies, other institutions, associations, and nations, as necessary.

(4) Provide safety education, training, awareness, and promotion by developing and selecting materials for dissemination throughout TRADOC.

(5) Develop and maintain safety and occupational health policy and strategic plans that align with Army guidance.

(6) Participate in Department of the Army-level special reviews, studies, and working groups, as required to represent the command and command interests.

(7) Perform as a key member in the TRADOC Commander’s Ready and Resilient Council (CR2C), which also acts as the TRADOC Safety and Occupational Health Advisory Council (SOHAC) and Commander’s Safety Council (CSC).

(8) Review and evaluate selected TRADOC safety and occupational health programs that support the command's mission on a regular basis.

(9) Serve as the TRADOC Command Functional Community Manager for Functional Community 12 (FC-12) in accordance with AR 385-10 and AR 690-950.

(10) Maintain staff oversight for safety issues relating to RM integration into all branch products, training execution, hazardous material exposure, and injury reduction efforts.

(11) Establish and maintain a TRADOC Safety Awards Program to recognize TRADOC personnel and activities for safe performance.

(12) Perform mishap reporting, investigation, and records management oversight. Administer a Mishap Notification and Reporting Program for TRADOC to ensure timely and accurate notification, investigation, and reporting of mishaps. Respond to and track recommendations resulting from mishap investigations.

(13) Serve as the proponent for TRADOC safety and RM integration into Army doctrine, organization, training, materiel, leadership and education, personnel, facilities, and policy (DOTMLPF-P).

(14) Monitor appointment of safety and occupational health officials for TRADOC table of distribution and allowance positions. As requested, assist commanders in selection of qualified safety and occupational health officials by paneling potential candidates for general schedule (GS) -13 and above safety and occupational health professionals and director positions.

(15) Assist TRADOC core function leads (CFLs), centers of excellence (COEs), and subordinate organizations in obtaining proper manning and other resources to effectively run their safety and occupational health programs.

(16) Oversee implementation of the commander's safety and occupational health program and provides program matrix support to subordinate organizations.

(17) Assess the effectiveness of each Unit Safety Officer (USO) selection and education program at TRADOC CFLs, COEs, and subordinate organizations during safety and occupational health program evaluations.

(18) Serve as co-Chair for the TRADOC Heat Illness Prevention Subcommittee and assess the effectiveness of the heat illness prevention program in coordination with the TRADOC Surgeon at TRADOC, CFLs, COEs, and subordinate organizations at least annually.

(19) Establish and execute a TRADOC Safety and Occupational Health Management System in accordance with Department of Defense Instruction (DODI) 6055.01 and AR 385-10.

(20) Represent TRADOC on all safety, occupational health, and RM issues not listed above affecting or involving the command.

b. TRADOC Surgeon will-

(1) Serve as co-Chair for the TRADOC Heat Illness Prevention Subcommittee and coordinate with the Director, TRADOC Safety to assess the effectiveness of the heat illness prevention programs at TRADOC CFLs, COEs, and other subordinate organizations at least annually.

(2) Provide medical subject matter expertise to assist the Director, TRADOC Safety to improve the review of mishap reporting, investigation, and records management oversight.

c. Commander, U.S. Army Combined Arms Center will-

(1) Integrate RM in Army doctrine, individual and collective tasks, lesson plans, instructor/facilitator and training developer training and certification, and professional military/civilian education programs of instruction, command training program criteria, policy, and procedures.

(2) Provide safety and occupational health program oversight for subordinate centers of excellence, branch and non-branch schools, other organizations and activities.

d. The DCG, U.S. Army Center for Initial Military Training will-

(1) Ensure the integration of safety and RM into initial military training.

(2) Assess the status of RM integration into initial military training on a recurring basis to determine the level of implementation and the effectiveness of ongoing initiatives.

e. TRADOC commanders, commandants, and civilian leaders will-

(1) Protect all personnel, equipment, and materials under their charge.

(2) Appoint a qualified safety director at all levels above brigade, in accordance with the Office of Personnel Management standards for job series GS 0018/0017/0803/1815, as a member of the commander's special staff and ensure direct unimpeded access to the commander.

(3) Co-locate mission and garrison safety resources at a single location where such is necessary to ensure safety and occupational health program efficiencies. When co-located, the senior commander (SC) may appoint an Installation Safety Director (ISD) to synchronize garrison and mission safety and occupational health programs and initiatives, reporting to the SC. If appointed, the ISD will be a member of the mission commander's special staff. The ISD will be rated by their parent command and senior rated by the SC (regardless of command structure) to establish clear lines of accountability.

(4) Resource safety and health requirements to support mission and identify safety and occupational health program resource constraints during the TRADOC CR2C.

(5) Report all mishaps and injuries including occupational illness and injuries and investigate mishaps and injuries in accordance with Army and TRADOC guidance.

(6) Establish a motorcycle safety program meeting Army and TRADOC guidance at the level deemed best, based upon organizational need and design (see chapter 8).

(7) Ensure review of all police reports of Soldiers cited for, or identified as, being "at fault" and reports of Soldiers having repeated moving violations, to determine if counseling, attending an approved remedial driver's training program, or suspending installation driving privileges are appropriate.

(8) Exercise staff oversight for the integration of safety and RM integration into school domains, training operations, and products to ensure RM is a fully integrated part of mission planning and execution and not an add-on to processes.

(9) Incorporate privately owned vehicle (POV) mishap prevention tools found at the U.S. Army Combat Readiness Center (USACRC) Homepage (https://safety.army.mil/) into local motor vehicle mishap prevention programs as appropriate.

(10) Ensure all supervisors (officers, noncommissioned officers (NCOs), and DA Civilians) include safety and occupational health programs and tasks in their evaluation/appraisal support forms and counseling sessions and that all senior raters and higher-level reviewers pass their support form with safety objectives down two levels. Ensure all personnel are fully aware of their obligations and personal responsibilities to the safety and occupational health program.

(11) Ensure appropriate safety and RM training is provided to combat developers, training developers and evaluators, school instructors, and cadre.

(12) Promote mission safety and ensure RM integration by:

(a) Collecting, analyzing, and disseminating lessons learned from worldwide branch elements and/or subordinate organizations.

(b) Systematically reviewing after action reports, safety investigation board reports, and near miss data to develop solution sets for DOTMLPF-P to ensure safe mission accomplishment.

(c) Implementing effective heat and cold injury prevention programs in accordance with TRADOC Regulation (TR) 350-6 and TR 350-29.

(13) Provide written guidance in support of all required and applicable safety and occupational health program functional areas as outlined in table 1-1 of AR 385-10.

f. The Deputy Chief of Staff, G-3/5/7 will-

(1) Ensure leader development training and education includes instruction on RM which meets Army and TRADOC guidance.

(2) Coordinate training and leader development issues, as well as actions involving safety, mishap prevention or risk management with TRADOC Safety Director for review.

(3) Integrate hazard communication training into military training in accordance with DODI 6050.05.

g. TRADOC schools, units, organizations, and activities located on non-Army installations or on installations where the TRADOC Commander is not the SC, will maintain close coordination with the host safety office to ensure safety support for base operations and to ensure mishap prevention services are provided in accordance with Installation Management Command (IMCOM) support and host-tenant agreements.

h. The safety director of a TRADOC subordinate command, center, school, and activity will-

(1) Serve as principal advisor to their respective commander/commandant on all safety and occupational health issues pertaining to the execution of the command's mission.

(2) Develop and maintain command/center/school safety and occupational health standard operating procedure(s) (SOP), policies, guidelines, or other written guidance.

(3) Maintain oversight of mission-unique safety issues.

(4) Review, validate, and monitor integration of RM into all aspects of military training and operations in accordance with ATP 5-19.

(5) Maintain a list of high and medium-level risk training courses for more frequent monitoring and review to ensure adherence to standards.

(6) Identify, analyze, and act (for example, develop countermeasures) on mission safety issues and mishap experience. Develop and disseminate branch safety essential elements of information. Integrate safety, RM countermeasures, and lessons learned into DOTMLPF-P and appropriate databases. Track hazards associated with proponent training and materiel systems. Integrate those findings into branch training and doctrine, ensuring worldwide branch dissemination.

(7) Review and comment on new and revised garrison directives and SOPs that affect mission training and operations.

(8) Develop and implement a functional USO training program in accordance with appendix B.

(9) Provide USO assistance with prevention program materials/information, standards, interpretations, and guidance. Provide installation specific and supplemental safety training for TRADOC USOs.

(10) Ensure heat/cold injury prevention training occurs in accordance with guidance.

(11) Ensure branch safety specialist(s) is/are trained on use of the systems training plan writing tool and are included in the systems training plan review process.

(12) Evaluate subordinate commands and assigned NCO academy safety and occupational health programs at a minimum of every 4 years while ensuring self-assessments are conducted annually.

(13) Establish and maintain a system of record for responding to and tracking the status of mishap investigation recommendations through nonconcurrence or implementation.

i. Supervisors will-

(1) Implement the Army Safety and Occupational Health Program.

(2) Ensure employees follow safety and occupational health rules and regulations, including the use of personal protective equipment (PPE).

(3) Develop SOP, training, and licensing requirements prior to performing work.

(4) Review and document job hazard analyses for work operations performed by assigned employees.

(5) Report injuries and illnesses according to Part 1960, Title 29, Code of Federal Regulations (29 CFR 1960); DODI 6055.07; AR 385-10; and DA Pamphlet (Pam) 385-40.

(6) Evaluate and take actions to correct hazards reported by employees.

(7) Support the mishap investigation program.

(8) Request safety and occupational health review of purchased items such as PPE, tools, machinery, and office furniture unless reviews have already been performed.

j. Proponent training developers will develop and maintain processes and procedures to ensure branch safety and risk management is included in the product development process.

1-5. Records management (recordkeeping) requirements

a. The records management requirement for all record numbers, associated forms, and reports required by this publication are addressed in the Records Retention Schedule–Army (RRS–A). Detailed information for all related record numbers, forms, and reports are located in Army Records Information Management System (ARIMS)/RRS–A at https://www.arims.army.mil. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25-403 for guidance.

b. Any retention and disposition schedules indicated in this publication are to be verified against the most current RRS-A. See also DA Pam 385-10 for additional recordkeeping specifications, to include when the RRS-A would not be applicable.

1-6. Risk management policy

a. RM integration and mishap prevention are command functions. Protection of the force through RM enhances the Army's ability to train, fight, and win with minimum cost to the Nation.

b. TRADOC’s RM policy is based on the four principles of RM as outlined in ATP 5-19.

c. Commanders, directors, supervisors, training developers, faculty, cadre, and evaluators will ensure RM is integrated in operations and training developed at every echelon in their area of responsibility. Integrate RM into all doctrine, appropriate guidance, programs of instruction, lesson plans, mission training plans, and SOPs. Conduct risk assessments at every stage and level of operations and training.

d. Senior commanders/commandants/leaders will ensure-

(1) Their designated safety and occupational health official reviews all applicable safety documents and training products.

(2) A RM plan is developed, published, and integrated into training and operations.

(3) Risk decisions are made at the appropriate level in accordance with this regulation.

(4) RM must be integrated into each phase of the operations process. A DD Form 2977 (Deliberate Risk Assessment Worksheet) will be prepared daily to reflect current conditions and will be readily available to the senior official at the training site. Pen-and-ink changes, along with Block 13 of the DD Form 2977, may be used for reviews and updates of ongoing operations or activities, allowing the user to continue mission without the production of a new form. The residual risk identified on this worksheet will be accepted in accordance with the risk decision authority listed in paragraph 1-6h and local command guidance. The daily risk assessment will not raise the accepted residual risk without coordination with, and approval of, the applicable approving authority. All daily risk assessments will include updated assessment of severity and probability. Administrative classroom training, designated as low risk in training support package/lesson plans and current risk assessment, do not require completion of a daily DD Form 2977.

e. Commanders responsible for recurring training directed by an official program of instruction and lesson plans may accept the risk associated with a training event on an annual basis if such training has a residual risk level of LOW and is conducted wholly in a classroom environment. The accepted risk is valid only with approved control measures in place for all identified hazards. The senior leaders present during training will review all previously identified hazards and ensure directed control measures remain in place. Training events covered by the commander's annual acceptance will be reviewed by the safety director or local safety staff annually or when significant changes are made, to ensure all hazards are identified and control measures are adequate.

f. The designated safety and occupational health official will-

(1) Exercise technical authority to review and ensure RM integration in all mission documents under the SC's domain including doctrine, mission training plans, SOPs, and lesson plans. Training products and publications will be reviewed in accordance with TR 350-70 and supporting guidance.

(2) Assist in implementation of RM integration plans to identify command policy, procedures, and responsibilities for integration of RM in the commander's area of responsibility.

(3) Train supervisors, training developers, faculty, cadre, and evaluators in the RM processes, principles, and procedures.

g. TRADOC units or organizations requiring the conduct of training or operations with a residual risk of extremely high will request approval from the SC of general officer grade. The correspondence will include a risk assessment and the rationale or need for the acceptance of an extremely high residual risk. Upon approval, a copy of the acceptance letter will be forwarded to the TRADOC Safety Office,mailto: usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil.

h. Risk decision authority is based upon the residual risk of an activity after application of control measures. Approval for risk acceptance at a specified level includes approval authority for lower risk levels. CG, TRADOC has established risk acceptance authority as follows:

(1) Extremely high risk: The SC of general officer grade. GO commandants/ commanders can also approve extremely high-risk.

(2) High risk: Colonel or equivalent as designated by the SC of general officer grade.

(3) Medium risk: O-5 or above within the chain of command and Command Sergeants Major (CSM) commandants of NCO or Drill Sergeant Academy.

(4) Low risk: As designated in writing by the first O-5 or above within the chain of command.

1-7. Occupational safety and health policy

a. TRADOC units, organizations, and activities located on other than Army installations will ensure host tenant agreements are established to provide for base operations safety and mishap prevention functions.

b. All safety and command support functional files/records (including mishap reports) will be maintained for a minimum of 6 years plus the current calendar year. Occupational (work-related) exposure data and mishap reports will be kept on file in accordance with the greater of current federal, DoD, and Army recordkeeping requirements.

c. The TRADOC Safety Evaluation Program: The Director, TRADOC Safety ensures all CFLs, COEs, and subordinate organizations' safety and occupational health programs are evaluated in accordance with AR 385-10.

(1) At a minimum, the TRADOC Safety Office schedules, coordinates, and conducts safety and occupational health program evaluations for the following organizations. The TRADOC Safety Office conducts safety and occupational health program evaluations, either independently or while in support of another team, on a cycle normally not to exceed 4 years.

- Army Training Center
- Aviation Center of Excellence
- CASCOM (Sustainment Center of Excellence)
- Combined Arms Center

- Cyber Center of Excellence
- Defense Language Institute
- Fires Center of Excellence
- Intelligence Center of Excellence
- Maneuver Center of Excellence
- Maneuver Support Center of Excellence
- Medical Center of Excellence
- Noncommissioned Leadership Center of Excellence
- Western Hemisphere Institute for Security Operation

(2) Commands listed in paragraph 1-7c(1) conduct or ensure annual safety and occupational health program evaluations for all subordinate schools and organizations. These evaluations are assessed and validated during HQs TRADOC safety and occupational health program evaluations. Commands will utilize the modules within the ASMIS 2.0 to document inspections/evaluations and track findings.

(3) The safety and occupational health program evaluation is a tool to provide the command with an assessment of the effectiveness of its safety efforts, identify systemic problems to be addressed at HQ TRADOC, assess RM integration, and to ensure compliance with applicable standards and policies.

(4) TP 385-1 is the basis for all evaluations. To facilitate the process, the safety director/safety officer for organizations listed in paragraph 1-7c(1) forward a completed self-assessment to the TRADOC Safety Office, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil not later than 30 days before the scheduled evaluation. Commands that conduct subordinate and supported organization evaluations, will develop procedures and timelines for subordinate and supported organizations to complete this self-assessment.

(5) The TRADOC Safety and Occupational Health Evaluation Program is coordinated with the TRADOC Organizational Inspection Program and the Center for Initial Military Training Inspection Program. Evaluations may be scheduled off cycle to synchronize with the TRADOC Quality Assurance School Accreditation schedule and the Center for Initial Military Training Inspection schedule. Potential mission conflicts or requests for changes to a scheduled evaluation are submitted through command channels from the commander/commandant or CoS involved, to the Director, TRADOC Safety.

(6) Outside agencies may be invited to assist in evaluation of safety and occupational health elements during annual evaluations. In the event of participation by outside agencies, commanders/commandants will receive a single report containing consolidated findings and recommendations.

(7) Evaluations will be based on current regulatory requirements and report findings will list all deficiencies discovered during the evaluation. Deficiencies are defined as a violation of a law, regulation, or TRADOC policy.

(8) Following each safety and occupational health program evaluation, a written evaluation report is forwarded to the center, school, or activity concerned, for action and written response as appropriate. All requests for extension of established suspense dates are submitted through command channels from the commander/commandant or CoS involved.

1-8. TRADOC Commander's Ready and Resilient Council

The TRADOC CR2C is established as a forum for multiple command purposes, including the sharing of safety and mishap prevention information throughout the command, and to facilitate the free exchange of information, ideas, and recommendations relating to the TSOHP.

a. The TRADOC CR2C is established and is chaired by the CG, TRADOC or the DCG/CoS. Members include TRADOC subordinate commands, commanders, commandants, and Command Sergeants Major; TRADOC Deputy Chiefs of General and Chiefs of Special Staff Offices, HQ TRADOC; TRADOC Command Sergeant Major; and subordinate command, center, and school safety directors.

b. The TRADOC CR2C meets quarterly and includes discussion on the effectiveness of safety and occupational health program initiatives and the integration of RM, best practices, and lessons learned. The council defines needs, assigns responsibilities, directs staff actions, and resolves issues as they relate to the TSOHP.

c. The TRADOC CR2C will include discussion of aviation safety issues relevant for this level of command, meeting the requirements for the CSC for HQ TRADOC.

1-9. Safety and Occupational Health Advisory Councils

a. Each TRADOC subordinate command, center of excellence, and school identified as an Army establishment will establish a SOHAC in accordance with AR 385-10. Those not identified as an Army establishment will participate in the established SOHAC.

b. Minutes from the SOHAC will be distributed as appropriate and maintained within safety files.

c. Commanders will establish subordinate safety committees and working groups as appropriate.

1-10. TRADOC Safety Directors' Synchronization Meeting

a. The TRADOC Safety Directors' Synchronization Meeting is established as a platform for safety directors to discuss topics of interest and share ideas, best practices, and lessons learned.

b. The TRADOC Safety Director's Synchronization Meeting will occur at least semi-annually via video conferencing.

Chapter 2
Mishap investigation, reporting, and recordkeeping

2-1. General

a. Commanders/commandants/directors of TRADOC CFLs, COEs, and subordinate organizations will ensure all mishaps are reported, investigated, and analyzed in accordance with the requirements of AR 385-10; DA Pam 385-40; TR 1-8, and this regulation.

b. Safety directors provide technical advice and assistance to commanders, commandants, and directors, and will support the Civilian Personnel Office's efforts to reduce civilian injuries and illnesses.

c. The first general officer in the chain of command will receive a brief on all on and off-duty fatal mishaps involving a Soldier, all on-duty fatal mishaps involving a DA Civilian employee, and all on-duty fatal mishaps involving DA contractors directly supervised by a DA Civilian or Soldier.

d. Mishaps involving persons on temporary duty (TDY), pass, or military leave will be charged to the permanently assigned activity. Record and charge mishaps to Army and sister service students and foreign military students in a TDY status at a TRADOC organization to the TRADOC activity if the TDY orders state the individual will be TDY for 30 days or more. If the individual is TDY for less than 30 days, the TRADOC center, school, or activity will investigate the mishap and forward a completed report to the individual’s unit of assignment. The injury will be charged in accordance with AR 385-10.

e. Military or Civilian personnel referenced in paragraph 2-1(d) above, remain the responsibility of the TRADOC center, school, activity, or organization while in a travel status returning to their home station until such time as they physically arrive at that location.

2-2. TRADOC mishap reporting

When a Class A or B ground mishap occurs at a TRADOC center, school, activity, or organization, the responsible safety director or their representative will-

a. Immediately notify the USACRC by calling DSN 558-2660/3410 or (334) 255-2660/3410 or the Staff Duty Officer at (334) 202-1580.

b. Notify the Director, TRADOC Safety by calling DSN (312) 501-5454/5462 or (757) 501-5454/5462. After duty hours, notify the TRADOC Emergency Operations Center by calling DSN 501-5096 or (757) 501-5096. Initial telephonic notification should include date time group, unit, location, personnel/equipment involved, and available or potentially substantiating details such as the type of training involved, level/point of training, control measures/plans, and level of supervision, both required and in effect at the time of the mishap. Additionally, the information must be entered into ASMIS 2.0.

c. Notify the Army command or branch of service, as appropriate, if mishap involves non-TRADOC personnel. Record of notification will be maintained in safety functional files for at least 6 years.

2-3. Aviation mishap reporting
Aviation mishap reporting requirements are in chapter 3 of this publication.

2-4. Range, weapons, explosive, and chemical mishap reporting

a. All mishaps in support of TRADOC's mission occurring on ranges involving weapons, weapons systems, munitions, explosives, or chemicals will be immediately reported in accordance with the requirements in AR 385-10 and paragraph 2-2 of this regulation.

b. Report any mishap caused by firing of weapons system(s) that would indicate inadequacy of the range safety provision and/or weapon system failure utilizing ammunition to the respective range operations office; quality assurance specialist, ammunition surveillance (QASAS); logistic assistance representative; and safety office.

c. Commanders, commandants, and directors of TRADOC CFLs, COEs, and subordinate organizations having ammunition, explosives, or chemical agent mission responsibilities will comply with DA Pam 385-40 and appendix C of this regulation for reporting ammunition, explosive, or chemical agent mishaps to HQ, TRADOC. Any chemical agent mishap must also be reported in accordance with AR 50-6.

2-5. Mishap investigation

a. A safety investigation board (SIB) will investigate all ground Class A and B on-duty mishaps, to include training mishaps, in accordance with AR 385-10, paragraph 3-14. The Director, TRADOC Safety may require investigation of other special case mishaps that may not otherwise meet the criteria for investigation.

b. Using the Mishap and Near Miss Reporting Module in ASMIS 2.0, the commander, commandant, or director will sign all on- and off-duty Class A and B investigations as a reviewing official and forward to the TRADOC Commander. All Class A on-duty mishap reports from organizations subordinate to Combined Arms Center (CAC), must include a statement of reviewing official from the Commander, CAC. Commanders at all levels will provide a statement of review. The final report is required to be at the USACRC no later than 90 days after the mishap.

2-6. Mishap fatality reporting and after mishap review

a. SC experiencing the accidental death of a Soldier, on-duty DA Civilian, or contract employee, as defined in paragraph 2-1c, will telephonically notify the TRADOC CG or the DCG/CoS immediately upon discovery of the mishap. The initial report will include as much information of the fatal mishap notification and interim report as possible. Submit the interim report on the facts and circumstances surrounding the accidental death within 72 hours and

address any additional information obtained since the initial notification. The fatal mishap report shall include:

- Type of mishap (for example, aircraft, POV, training, etc.)
- Date and time of mishap
- Location of mishap
- Unit
- Number of fatally injured individuals and their names and grades
- Number of non-fatally injured individuals and their names, grades, and conditions
- Number of personnel involved
- Highest ranked individual involved
- Equipment type (for example, aircraft, POV) and nomenclature
- Environmental conditions
- Whether hazardous or sensitive materials were involved (if so, whether they are secured)
- Brief synopsis of the mishap
- Any additional information, as appropriate/available

b. SCs experiencing an accidental death of any TRADOC Soldier, on-duty DA Civilian, or contract employee, as defined in paragraph 2-1, will convene a fatality review board (FRB) and conduct a fatality after mishap review (FAMR), to ensure that the accidental losses are investigated in a timely manner, identify causes or contributing factors, and determine necessary leader actions to prevent recurrences. Do not delay the FAMR Board waiting for toxicology, autopsy, police, or other technical reports. Use available information to assess what happened (if practical to do so without having to speculate), identify what lessons can be learned, and share that information as quickly as possible. Submit supplemental data and information in follow-up reports, as appropriate. Ensure all information is recorded in ASMIS 2.0.

(1) The SC will complete the FAMR within 60 days of the accidental death.

(2) The FRB will provide a multidisciplinary approach to review Soldier deaths through collaboration and cooperation of multiple professional disciplines. As a minimum, the FRB will include the following members-

(a) Unit or activity chain of command from first-line supervisor to brigade commander or equivalent.

(b) Mission safety director

(c) Medical activity commander or deputy commander for clinical services

(d) Other members, as required (such as, alcohol and drug counseling officer, risk reduction officer, provost marshal, chaplain, casualty affairs officer, judge advocate, and/or chief, mental health services)

(3) At a minimum, the FAMR will address personal data on the victim or at-fault individual; pre-mishap phase (chronological sequence of events occurring within 48 hours prior to the mishap); synopsis of the event to include type of training, level/point of training, control measures/plans, level of supervision, both required and in effect at time of mishap; causative and contributing factors; maps; diagrams; related risk assessments and RM plans; assessment of the unit's safety and mishap prevention programs and initiatives; and other documentation, as appropriate; and corrective actions and recommendations. See appendix D, table D-1 for a complete list of possible or suggested requirements.

(4) Within 75 days of the FAMR completion, the SC will provide the findings of the review to the CG, TRADOC in memorandum format in accordance with appendix D, figure D-1. The memorandum must be addressed with the TRADOC general's name, do not use "Commander" or "Commanding General." Send the memorandum via encrypted e-mail, general officer to general officer. Furnish a copy to the Director, TRADOC Safety and the TRADOC Surgeon. Ensure the Commander, CAC reviews the FAMR memorandum prior to submission to the TRADOC CG for all on duty Class A mishaps.

2-7. Mishap report tracking and analysis

a. Safety directors will establish a local system for receiving mishap feeder information. At a minimum, feeder information will include (releasable portions of the following):

- Military police blotters (mishaps only)
- Serious incident reports (mishaps only)
- Estimated cost of damage reports
- Admission and disposition sheets
- Standard Form 91 (Motor Vehicle Accident (Crash) Report)
- Staff Judge Advocate claims data (mishaps only)
- Marine casualty reports
- Casualty reports
- Emergency Operations Center reports

b. TRADOC CFLs, COEs, and subordinate organizations will capture and record pertinent information on individuals injured during training or mission support operations.

(1) Classify Soldiers unable to attend and participate in scheduled training due to injury or profile the day beyond the day of injury as "lost time" injuries.

(2) The supervisor of the injured Soldier will enter the mishap information into ASMIS 2.0 and forward the report to the local safety office.

(3) The TRADOC Safety Office will review submitted Class A and B ground mishap reports for technical accuracy and sufficiency prior to submission to the approval authority. CG, TRADOC (or delegate), is the approving authority for all ground Class A and B mishap investigation reports. The Director, TRADOC Safety has signature authority for approval of all Class B ground mishap reports. The local safety office will maintain a copy of the report to

establish trends, identify problem areas, and develop countermeasures in injury prevention. The local safety office tracks all unit and higher-level actions included in the mishap reports through completion. The local safety office sends Class C (non-aviation), D, and E mishap investigations directly to the USACRC through ASMIS 2.0.

c. The TRADOC center, school, activity, or organization safety director will maintain the OSHA Form 300 (Log of Work-Related Injuries and Illnesses) for their organization and post a copy of the OSHA Form 300-A (Summary of Work-Related Injuries and Illnesses) in accordance with 29 CFR 1904.7(b)(3). Where a TRADOC center, school, activity, or organization, not staffed with a safety professional, is tenant, the command will coordinate with the garrison or another TRADOC tenant staffed with a safety professional to ensure compliance.

d. The USACRC will review all mishap reports for regulatory and technical compliance. All DA-level recommendations will be forwarded to the command, organization, or agency responsible for implementation or initiating corrective action. Upon receipt of the recommendation, the responsible organization will provide acknowledgement within 5 working days and an initial response within 60 calendar days as to corrective action initiated or planned. Interim or follow-up reports are required every 90 days after initial response until the action is closed. If an extension is required, the organization will request an extension through the Director, TRADOC Safety.

Chapter 3
Aviation safety

3-1. Responsibilities

a. Director, TRADOC Safety exercises staff oversight for aviation safety management and subordinate commander's aviation safety programs.

b. Commanders will-

(1) Comply with all applicable Federal, DOD, Army, and TRADOC guidance.

(2) Chair their CSCs at least semi-annually.

(3) Provide written fighter management guidance, tailored to the unit mission and organization.

(4) Appoint an aviation safety officer (ASO) and aviation safety non-commissioned officer (ASNCO), or DA Civilian to assist the ASO.

c. Operations Officers will-

(1) Comply with all applicable Federal, DOD, Army, and TRADOC guidance.

(2) Establish pre-mishap plans (PMP) for both ground and aviation, fire plans, and emergency action plans as a part of operations planning.

(3) Ensure coordination, conduct, and recording of the results of quarterly PMP reviews and annual PMP rehearsals.

(4) Ensure safety meetings, safety training, and CSCs are included on the training/operations calendar.

d. Aviation Safety Officers will-

(1) Perform all appropriate duties and functions defined and detailed in Federal, DOD, Army, and TRADOC guidance.

(2) Advise and assist the airfield manager/unit commander and staff in the development of safety policies, goals, objectives, and priorities.

(3) Act as the organizer and recorder for CSCs.

(4) Be the commander's subject matter expert and act as the commander’s representative for aviation safety issues. Provide guidance and recommendations for all aviation activities and to all units within the organization.

(5) Monitor command safety related programs to include all of those listed in AR 385-10 and the following:

- Fire prevention and protection
- Hazard communication
- Hearing conservation
- Respiratory protection
- Radiological protection
- Protective clothing and equipment
- Ammunition/explosives/weapons handling

(6) A survey of all functional areas (or sub-areas) will be accomplished within 30 days of a new program manager being appointed. Written results will remain on file for 6 years.

(7) Assist the airfield manager/unit commander and operations officer with the development and administration of the PMP. Ensure after action reviews (AAR) are conducted, identified weaknesses/hazards are tracked and addressed, and a copy of the AAR is maintained within safety and occupational health program files.

(8) Assist the airfield manager/unit commander and operations officer with the development and administration of the fighter management policy.

(9) Administer the operational hazard report program.

(10) Manage an active safety awards program, including impact, service, and unit recognition.

(11) Monitor the unit aviation maintenance program through coordination with the Government Flight Representative, Contracting Officer's Representative, or other point of contact.

(12) Monitor the aviation life support system program.

(13) Ensure the airfield/unit safety bulletin boards and aviation safety functional files are maintained in accordance with Army and TRADOC guidance.

(14) Establish an ongoing analysis program to identify current and projected aviation safety issues and recommend solutions to those issues.

e. ASNCO or designated DA Civilian will-

(1) Meet all Army training requirements for a USO.

(2) Perform duties as outlined in AR 385-10 and assist the ASO as directed.

3-2. Policy

a. Each TRADOC aviation organization will-

(1) Conduct a CSC at least semi-annually. At a minimum, these councils will be conducted at battalion level and above. CSCs may be combined with the Employee Safety Committee (ESC). CSCs are decision making bodies which assist the commander in developing and implementing an effective aviation mishap prevention program.

(a) Commanders will designate CSC members in writing. CSCs provide risk-management forums that allow leaders to review current or projected hazards, their associated risk, and to make decisions on their elimination or control.

(b) The CSC is organized by the ASO, chaired by the commander, and consists of the following unit personnel (if assigned), at a minimum:

- Commander
- Operations officer (S–3)
- Instructor pilot/standardization instructor pilot (IP/SP)
- ASO
- Aviation maintenance officer
- Aviation Life Support Systems manager
- Flight surgeon
- Senior unit NCO (1SG/CSM)

- ASNCO
- Other personnel designated by the commander

(c) At a minimum, the agenda of each council meeting should include a review of currently tracked hazards, recent mishaps, address the effectiveness of risk control options, and present an opportunity for decision making on proposed risk control options for newly identified hazards. The ASO should organize the meeting to allow the commander to select the best COA and task the appropriate staff/subordinate commander or individual with control option action. The CSC should focus on leadership issues that require command visibility and decision-making.

(d) Safety council minutes must reflect the activity conducted during the council meeting and will document command decisions on risk-control options and policy implementation. Council minutes should be very specific in describing the risk control option, the individual responsible for implementing the control option, and the date by which the commander expects the action to be completed. The council minutes should include a synopsis of policy implementing decisions, disseminated information, and identified potential high-risk hazards affecting the unit's missions/activities/operations in the near future, and the prevalent risk reduction measures essential to implement (safety focus). The commander will approve and sign the council minutes within 60 days. Wide dissemination of safety council actions should be ensured through posting CSC minutes to safety bulletin boards and forwarding those minutes to the next higher headquarters.

(2) Establish and maintain an aviation mishap prevention (safety) information bulletin board. These bulletin boards will be placed in areas where aircrew members and those supporting aviation operations (for example, aircraft mechanics, wheeled vehicle mechanics, supply technicians, administrative personnel) will see them daily. Information placed on these boards will be current, interesting, and beneficial to personnel, directly related to aviation/flight safety and aircraft mishap prevention and should be neatly displayed to ensure information is read. As a minimum, the following items will be posted:

- Names and contact information for the Commander, ASO, and ASNCO
- Names and contact information for command support and safety-related program managers
- Most recent Command and Enlisted (if applicable) Safety Council minutes
- Blank DA Forms 2696 (Operational Hazard Report) and submission guidance
- Blank DA Forms 4755 (Employee Report of Alleged Unsafe or Unhealthful Working Conditions) and submission guidance
- Army Safety and Occupational Health Poster
- OSHA Form 3165 (Job Safety and Health Poster)

(3) Complete standard Army safety and occupational health inspections (SASOHIs) at least annually and will include all aviation-related unit functional areas as well as the commander's safety and occupational health program. Outside functional area subject matter expertise should be used when practicable. In accordance with 29 CFR 1960, the SASOHI team will include a Safety Professional or specially trained (FC-12 Professional Certificate in Safety and Occupational Health (PCSOH)) individual.

(4) Conduct an aviation mishap prevention survey (AMPS) annually, at a minimum. This assessment of all aviation programs will normally be conducted in concert with the SASOHI. Any appropriate checklist or guide may be used as a reference. When possible, the AMPS should be administered from the battalion/squadron level using supplemental expertise from outside the unit. Surveys conducted by external sources (brigade, garrison, Army Command (ACOM), or HQDA) assessment, survey, or inspection may count toward annual mishap-prevention surveys, provided all applicable functional areas for the organization are surveyed. Records and results of AMPS will be maintained for 6 years. The AMPS is a major source in the hazard identification step of the RM process. Hazards identified during the AMPS will be tracked through ASMIS 2.0 hazard management system.

(5) Complete formal safety training during safety meetings. Aviation safety meetings will be scheduled to occur at least semi-annually. Training subjects will be tailored to the needs of the organization and individuals, based upon written guidance, mission, hazards, and mishap trends. Minutes, with attendance rosters and make-up plans, will be completed and kept on file for 6 years.

(6) Process Operational Hazard Reports (OHRs) in accordance with DA Pam 385-10. The commander will disseminate received/discovered information in the most beneficial manner. Dates of action for an OHR shall be annotated on the margins of the DA Form 2696.

(7) Maintain a foreign object damage program in accordance with Army guidance and establish written agreements with appropriate support and operational organizations to specify physical areas of responsibility.

(8) Ensure Army-established minimum crew requirements are met. Additionally, the below crewmember minimum requirements will be met, or the initial mission risk will be elevated to HIGH.

(a) UH-60 medical evacuation missions conducted under night vision goggles (NVG) will include the minimum current and qualified crew as well as two additional current and qualified crewmembers (a minimum of four crew members).

(b) CH-47 NVG training and evaluation flights conducted with an unqualified student pilot at one set of flight controls will also include an additional NVG current and qualified flight engineer or crew chief as an active crewmember (minimum of four crew members).

b. Risk management (RM) is the Army’s principal risk reduction methodology and shall be integrated into all TRADOC aviation operations.

(1) Units shall integrate RM into aviation mission planning and execution at every level and operation. The RM process begins at mission conception and continues until mission completion. Apply the process with the goal of eliminating hazards when practicable, and reducing residual risks to acceptable levels when elimination is impracticable.

(2) Leaders must ensure an analysis of specific hazards is completed and effective controls are developed and published as part of RM. DD Form 2977 is the primary tool for documenting the RM process in other than aviation-specific operations. Instructions for completion of DD Form 2977 are located on page 3 of the form and further discussed within ATP 5-19. Locally developed risk assessment tools other than DD Form 2977 or approved aviation mission risk assessment worksheets should be avoided, unless required by Army or DOD guidance. Aviation-specific risk acceptance worksheets or Risk Common Operational Picture will be developed and maintained in accordance with AR 95-1 and other applicable Army guidance.

(3) Risk decision approval authority is in accordance with AR 95-1 and paragraph 1-6h of this regulation.

(4) The proper use of Mission Briefing Officers (MBOs) within the mission approval process is vital to managing risk and ensuring mission success. Commanders will select the minimum number of MBOs necessary to complete the mission. MBOs should be selected based on their experience, maturity, judgment, and ability to effectively mitigate risk to the aircrew. The commander will designate MBOs by name and in writing.

c. Pre-mishap planning. TRADOC commanders with assigned aircraft or aviation mishap investigation responsibilities will-

(1) Ensure the PMP is comprehensive and effective. PMPs will include leader notification, hazard communication, emergency services response, and hazardous material cleanup. Provide a copy of the PMP to all personnel and agencies with post-mishap duties and responsibilities included in the plan.

(2) Rehearse and review the PMP, documenting adequacy. Reviews will be conducted quarterly and may be as in depth as required. An exercise requiring all elements to respond physically must be conducted at least annually. Actual emergency or precautionary activations may be used to fulfil review or exercise requirements (as appropriate) if captured as such in writing. If designated such in writing, this may also suffice for assessment and rehearsal of the command's medical support to training plan. A detailed record of all such reviews, rehearsals, assessments, and exercises, describing the events, identified shortcomings, and describing changes needed to correct shortcomings, will be maintained in safety files. Hazards identified will be logged and actioned appropriately.

(3) Maintain a list of personnel qualified to serve on Army aircraft safety investigation boards.

(4) Ensure a well-qualified pool of safety investigation board presidents by making use of current USACRC training.

(5) Where necessary, develop written procedures for mutual support between the TRADOC activity and local organizations for aviation safety investigation boards. Address travel and per diem payment in the written procedures. Pre-planning will ensure that board presidents, acting

on behalf of their appointing authority, can make timely determinations on the scope, technical assistance, and support required, as appropriate.

d. Post aviation mishap actions.

(1) Comply with the procedures, reporting, and investigation requirements of AR 385-10 and DA Pam 385-40.

(2) Notify the HQ TRADOC Safety Office as soon as possible when a TRADOC aircraft or crew is involved in a Class A, B, or C mishaps. Initial notification will be telephonic or by e-mail to the TRADOC Safety Office during duty hours or to the Emergency Operations Center at DSN 501-5096, or (757) 501-5096. Submit a completed DA Form 7305 (Worksheet for Telephonic Notification of Aviation Accident/Incident) within 24 hours for Class A, B, or C mishaps to the HQ TRADOC via e-mail to usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil.

(3) Forward mishap investigation reports, endorsed through the chain of command (with the SC's endorsement) utilizing the ASMIS 2.0 Mishap and Near Miss Reporting Tool (https://mishap.safety.army.mil) for processing not later than 75 days after the mishap. Requests for extensions beyond the report due date are submitted through ASMIS 2.0. Extension request notification for Class A and B aviation mishaps will also be made by e-mail, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil, to the TRADOC Safety Office.

(4) The TRADOC Safety Office will review submitted aviation mishap reports for technical accuracy and sufficiency prior to submission to the approval authority. CG, TRADOC (or delegate), is the approving authority for all aviation Class A or B mishap investigation reports. The TRADOC Safety Director has authority for approval of all unmanned aircraft systems mishaps and Class B manned aviation mishap reports.

3-3. Aircrew orientation program

TRADOC airfields will ensure the safety of non-organic military aviation resources operating on or training in the vicinity. Operational airfields, heliports, or aircraft training areas will develop, publish, and enforce a comprehensive local area orientation/certification program for both manned and unmanned aircrews.

Chapter 4
Branch safety

4-1. General

a. AR 5-22, The Army Force Modernization Proponent System, prescribes responsibilities for the Army Proponent System at all levels of leadership and defines the branch proponent as: "The commandant of a branch school or the chief of a branch of the Army with assigned responsibilities for that branch."

b. Integration of safety and RM into Army DOTMLPF-P is inherent in the worldwide branch safety mission. Branch safety managers must monitor the operations, training, equipment, and tactics, techniques, and procedures used within their specific branch.

4-2. Responsibilities

a. Branch commanders and commandants, TRADOC COEs and schools will-

(1) Designate a qualified Safety and Occupational Health Official in accordance with Office of Personnel Management standards for job series 0018/0017/0803/1815 to serve as Branch Safety Manager.

(2) Execute the responsibilities in AR 5-22 and AR 385-10 for integrating safety and RM into proponent mission domains (for example, DOTMLPF-P).

(3) Develop local policies and procedures, which assign responsibilities to integrate safety and RM into DOTMLPF-P, including Safety and Occupational Health Official review of draft branch doctrine.

(4) Review all course programs of instruction to ensure validity of risk assessment under current conditions and adherence to standards.

(5) Maintain a list of high-risk training courses for more frequent monitoring and review to ensure adherence to standards. Include safety and RM instruction in each leader development course.

(6) Ensure risk assessments of all lesson plans, and programs of instruction (POI)s are reviewed based on the “most credible” case scenario. Ensure that lesson plans include a useful and informative safety statement and assign a level of residual risk based on the criteria contained in ATP 5-19. Ensure safety office review of new and significantly changed training products, as well as those lesson plans which are not determined to have a residual risk of LOW and are trained wholly in a classroom environment.

(7) Identify, analyze, and take action (such as, develop countermeasures or eliminate the hazard) on branch safety issues and mishap experience worldwide. Develop and disseminate branch safety essential elements of information. Integrate safety and RM countermeasures and lessons learned into DOTMLPF-P and appropriate databases. Track hazards of proponent training and proponent systems.

(8) Address safety in internal and external evaluations of service school products, branch operations, and proponent materiel systems (such as, post fielding assessments).

(9) Ensure personnel associated with learning product development, training, and education are taught RM on an annual basis.

b. The G-3/5/7 will-

(1) Ensure leader development safety training includes instruction on RM.

(2) Coordinate training and leader development issues and documents with Director, TRADOC Safety for review of safety aspects.

c. Director, TRADOC Safety will-

(1) Serve as the Army RM integration proponent for doctrine, training, and training development.

(2) Review and provide recommendations on proposed TRADOC policies and procedures for DOTMLPF-P.

(3) Task and track action responsibility within HQ TRADOC to resolve/correct safety issues and deficiencies in DOTMLPF-P.

d. The TRADOC Systems Safety Engineer will-

(1) Implement and oversee the command systems safety program.

(2) Coordinate with Army Futures Command, Futures and Concepts Center on any system safety support for combat development documents.

(3) Monitor command-wide systems development.

(4) Disseminate safety assessments, releases, and confirmations to subordinate commands and the service school system safety point of contact (POC), as they are published.

(5) Coordinate with subordinate commands and school systems safety POCs on capability development documents (such as the capability production document, capability development document, initial capability document, etc.) and system safety risk assessments (SSRA) that are staffed through HQ TRADOC and Army Futures Command, Futures and Concepts Center.

(6) Attend systems safety working groups and Department of Defense (DOD) and DA level review boards that involve systems pertaining to TRADOC as the user representative and within which TRADOC is a voting member.

e. Branch Safety Managers will-

(1) Integrate safety and RM into all branch/school proponent products.

(2) Monitor worldwide branch operations and integrate lessons learned, tactics, techniques, and procedures, and mishap investigation and near-miss report correction actions into branch proponent training, operations, and systems.

(3) Review and validate all new or significantly revised (increasing risk) proponent training products, except classroom delivered training with a residual risk level of LOW, for integration and application of applicable safety standards and the RM process.

(4) Maintain a hazard tracking system to identify and track proponent system hazards.

(5) Ensure integration of safety and RM into all leader development training.

(6) Monitor and ensure safety and RM training is provided to combat developers, training developers and evaluators, school instructors, drill sergeants, and cadre.

(7) Maintain a list of all branch proponent/school extremely high/high-risk training.

(8) Maintain a list of all branch proponent publications and revision cycle and ensure branch safety review and validation prior to publication.

f. TRADOC CFL, COE, and subordinate organizations systems safety engineers/personnel will-

(1) Monitor the development of branch-specific material and develop a position on materiel developer's SSRA for proponent materiel systems and materiel changes in accordance with the provisions of AR 385-10 and DA Pam 385-16.

(2) Apply RM techniques in accordance with ATP 5-19, DA Pam 385-30, and DA Pam 385-16 to eliminate or control hazards associated with proponent products. During the design of material systems, subordinate commands will identify, evaluate, and develop a position on the acceptability of the safety risks of residual hazards and formally document risk decisions.

(3) Assist proponent training developers in writing and publishing the System Training Plans (STRAP) for all fielded systems.

(4) In coordination with the proponent Futures and Concepts Center, Capability Development Integration Directorate, ensure combat development capability documents integrate safety and RM into the combat developments process.

4-3. Systems safety

Systems safety is a process that ensures hazards in Army systems and facilities are identified and the risks associated with these hazards are properly managed. Command responsibilities for systems safety engineering and management are contained in AR 385-10 and DA Pam 385-16.

4-4. System Safety Risk Assessment decision authority and user testing

a. TRADOC signature authority for SSRA is:

(1) The proponent general officer commander/commandant for serious, medium and low-risk SSRAs. The proponent commander/commandant may delegate signature authority for

medium and low-risk SSRAs to the Concepts and Requirements Directorate (or equivalent), Futures and Concepts Center.

(2) TRADOC Commander or DCG/CoS for high-risk SSRAs.

b. In the absence of the person with signature authority, the person designated as acting commander/commandant for a general officer may approve the risk assessment or school position on residual risks.

c. Requests to the CG and DCG/CoS SSRA risk acceptance will be signed by the proponent commander/commandant and forwarded to the TRADOC Safety Office, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil. Requests will include a copy of the SSRA and their position on the acceptability (necessity) of accepting a high residual risk.

d. User testing. All tests and pretests involving Soldiers and DA Civilians and Soldier support equipment require safety releases. Proponents will -

(1) Provide a safety release recommendation and request a user test safety release from US Army Test and Evaluation Command, Safety Division, 314 Longs Corner Road, Aberdeen Proving Ground, MD 21005-5055 for TRADOC-sponsored concept evaluation programs, customer tests, non-materiel force development tests, and experimentation user tests. Obtain additional information at http://www.atec.army.mil/safety.html#poc.

Note: Tank-Automotive and Armaments Command will request other safety releases and safety confirmations for all other larger combat related equipment.

(2) If limited on time and/or resource constraints or if no program manager is assigned, obtain a safety release from the branch safety office prior to pretest troop training for local tests, experiments, appraisals, and demonstrations involving Soldiers and/or DA Civilians. Acceptance of any residual risks must be signed by the appropriate commander.

e. Non-developmental item (NDI) and commercial off-the-shelf (COTS) items. To ensure system safety is addressed prior to testing or purchasing NDI/COTS items, coordination between the capability developers at each center of excellence, and the subject matter expert assistance of the system safety engineer or representative, will ensure the following process for NDI/COTS testing is conducted:

(1) That the program executive officer (PEO)/program manager (PM)/material developer (MATDEV) assigned responsibility for acquisition puts together a Test and Evaluation Master Plan. As the user representative for safety, the system safety engineer will participate in assisting the PEO/PM/MATDEV with this plan.

(2) Ensure the vendor/manufacturer submits their product testing data to the PEO/PM/MATDEV for evaluation prior to requesting a safety release for any testing of the system. (See AR 385-10).

(3) Participate in the COTS/NDI testing as the user representative and to determine what additional testing may be required. Participation in this testing evaluation process is important to make sure the testing is assessing the capabilities that have put been in the requirements documents and to inform the capability developers on any safety risks assessments (safety assessment report or SSRA) requirements when it comes time to make milestone decision recommendations (see AR 385-10).

(4) Participate in the development and processing of any SSRA or safety assessment report required for the testing or fielding of NDI/COTS systems.

Chapter 5
Safety awards program

5-1. General

The objective of the safety awards program is to promote excellence in mission readiness by mishap and hazard reduction. An active safety awards program will recognize effective safety and occupational health programs, integration of RM principles, and foster a sound safety culture. Organizations and individuals should be recognized for extraordinary commitment to a command-wide safety focus that demonstrates effective RM integration in operational readiness and mission success. TRADOC organizations will develop and maintain active safety award programs, tracking impact, individual, and unit efforts.

5-2. Responsibilities

a. Director, TRADOC Safety, will manage the TRADOC Safety Awards Program.

b. Commanders/commandants will-

(1) Establish and implement a local safety awards program for organizations and individuals in accordance with AR 385-10 and this regulation.

(2) Establish funding requirements to support safety awards and promotional programs.

5-3. TRADOC Safety Awards Program

a. Purpose. TRADOC Safety Awards Program recognizes individuals, organizations, and other TRADOC activities for meeting mishap prevention goals and making significant contributions to the Army Safety and Occupational Health Program.

b. General.

(1) This program provides a system to evaluate TRADOC CFLs, COEs, and subordinate organizations to identify which programs are deserving of recognition.

(2) TRADOC safety awards will normally be presented at the TRADOC CR2C or other appropriate command-wide function.

c. Nominations. For purposes of the TRADOC Commander's Safety Awards Program, TRADOC CFLs, COEs, and subordinate organizations will submit award nominations for individual and organization DA-level safety awards (AR 385-10, paragraph 5-15). TRADOC Commander's Safety Award Certificates will be presented to all TRADOC nominees for these DA-level awards.

d. Awards Period. The TRADOC Safety Award Program is based on the previous fiscal year (1 October through 30 September) data.

e. Award nomination and selection criteria.

(1) Nominations. Commanders/Commandants will forward nominations to Commander, U.S. Army TRADOC at usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil by 15 November of each year. The TRADOC Safety Office will convene a board of three HQ TRADOC personnel to review nominations and recommend award winners for submission to DA as TRADOC nominations. All nominations will be awarded a TRADOC Commander's Safety Award Certificate.

(2) Selection Criteria. The TRADOC Commander's Safety Award Certificates criteria are based upon the following:

(a) Successful safety and occupational health program management as indicated in the results of the annual safety and occupational health program evaluation conducted by HQ TRADOC

(b) Mishap prevention efforts

(c) Special initiatives in motor vehicle safety

(d) Special initiatives in off-duty safety

(e) Safety and occupational health program enhancements

5-4. TRADOC Certificate of Achievement in Safety

a. Purpose. The TRADOC Certificate of Achievement in Safety is a mechanism to recognize an individual or organization that makes significant contributions to the TRADOC mishap prevention effort.

b. Eligibility. Recipients may be table of organization and equipment or table of distribution and allowances detachments, units, battalions or equivalent, brigades or equivalent, activities, Soldiers, or DA Civilians.

c. Awards Period. The TRADOC Certificate of Achievement in Safety may be awarded at any time and is not restricted to a specific time period.

d. Nominations containing narrative description of achievements will be endorsed through the chain of command to the TRADOC Safety Office, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil.

e. Award. DA Form 1119-1 (U.S. Army Certificate of Achievement in Safety) or a command produced equivalent will be presented to the organization or individual. The SC or designated representative shall present the certificate to emphasize and recognize the accomplishments contributed towards mishap prevention efforts by the organization or individual.

5-5. Unit safety certification

a. General. The TRADOC unit certification is used to identify units, platoon size or larger, that have achieved levels of safety that deserve recognition. When the below criteria have been verified by the commander at the next level, a certificate will be issued by the local safety office recognizing the unit's achievement for the given time period. To be certified, a unit must have completed the following:

b. Criteria.

(1) Appointed in writing, a safety officer who has completed the required level of training.

(2) Implemented a safety and occupational health program in accordance with this regulation.

(3) Have in place a mishap tracking and reporting system that complies with the requirements of this regulation.

(4) Reduced the number of mishaps, both on and off-duty, by 50% of the previous year.

(5) Have in place a documented RM process that demonstrates proper risk assessments and risk management process application.

(6) Sustained the above initiatives for an established period of no less than one year.

5-6. Daedalians aviation safety awards

a. TRADOC aviation units are eligible for two Daedalians Foundation Awards:

(1) The Hutton Award is presented to the U.S. Army Aviation unit determined to have demonstrated outstanding professionalism and contributed to the advancement of flight safety in Army aviation for the preceding year.

(2) The Burdett Award for aviation safety is presented annually to the Army aviation training unit adjudged to have the most effective aircraft mishap prevention program.

(3) Awards period. The Daedalians Awards are based on the previous fiscal year (1 October through 30 September) data.

b. Hutton Award nomination and selection criteria. Units will submit nominations through their respective chain of command to the U.S. Army Aviation Center of Excellence (ATZQ-PE), Building 5700, Novosel Street, Fort Novosel, AL 36362, to arrive as announced by U.S. Army Aviation Center of Excellence G-1.

c. Burdett Award nomination and selection criteria.

(1) Units will submit nominations through their respective chain of command for endorsement to the TRADOC Safety Office, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil not later than 1 February or as directed by tasker each year.

(2) The TRADOC ASO reviews nominations and coordinates a board for recommendation of a nominee to Director, Command Safety. The aviation awards criteria are based upon the following:

(a) Unit Class A-C aircraft mishap experience.

(b) The most recent mishap prevention program inspection/evaluation conducted by HQ TRADOC.

(c) Compliance with aviation safety directives.

(d) Flying violation reports.

(e) Aviation maintenance management and quality control.

(f) Improvements in aircraft mishap experience from previous years.

(3) The winning unit will be selected by the Director, TRADOC Safety, and coordinated with the TRADOC Deputy Chief of Staff, G-3/5/7.

(4) The Director, TRADOC Safety will submit the following information to the Order of Daedalians, P.O. Box 249, Randolph Air Force Base, TX 78148-0249, to arrive not later than 31 March of each year:

(a) Official unit designation.

(b) Address and POC phone number.

(c) Sufficient descriptive information concerning the winning unit so the National Adjutant can draft an award citation.

(d) Information concerning the date, time, and location of the award ceremony.

d. Lt Gen Allen M. Burdett, Jr. Army Aviation Flight Safety Award Trophy.

(1) A permanent trophy provides recognition for the award winners. The trophy is appropriately inscribed and placed in the custody of the winning unit through the remainder of the year of presentation.

(2) The office responsible for the unit/organization currently possessing the trophy will coordinate with the winning unit/organization and the Daedalian Foundation to arrange pick-up, transportation, engraving, and delivery of the trophy to the next winner. The Daedalians Foundation must incur all costs directly related to the pick-up, transportation, engraving, and delivery of the trophy, not the unit. If mailed, the trophy will be placed in its original container.

5-7. Promoting the safety awards program

a. Commanders at all levels will promote the safety awards program as outlined in AR 385-10 and this publication.

b. Commanders will develop and issue policies for unit safety impact awards to promote safety awareness through on-the-spot recognition of safety related actions, as well as individual and unit awards described in AR 385- 10.

c. Commanders will include funding for awards and safety promotion programs within Army guidance. Use of appropriated funds requires legal review from the local office of the Staff Judge Advocate.

Chapter 6
Range safety

6-1. General

The range safety program is a shared responsibility between the garrison and SC. Responsibilities for the Range Safety Program may include other than TRADOC military organizations. This regulation is not meant to imply or direct action on the part of these non-TRADOC organizations and activities but serves as a recap of the duties and responsibilities of those activities and organizations as prescribed in other DOD, Army, or regulations, policies, or requirements. Specific responsibilities and requirements are contained in AR 75-1, AR 350-19, AR 385-63, and DA Pam 385-63.

6-2. Responsibilities

a. SCs have the ultimate responsibility to ensure the establishment of range safety programs, that range safety responsibilities and procedures are implemented, and for the safe operation of all ranges and training facilities. Garrison commanders support the SC by ensuring implementation of all applicable safety responsibilities in AR 75-1, AR 350-19, AR 385-10, AR

385-63, DA Pam 385-10, DA Pam 385-40, DA Pam 385-63, DA Pam 385-64, and other applicable guidance.

b. The Director, TRADOC Safety will-

(1) Provide advice and guidance for all range safety policies, procedures, and standards.

(2) Serve as a subject matter expert for revisions or changes to range safety regulations.

(3) Analyze range safety technical data, such as munitions data and ballistic characteristics validated by U.S. Army Materiel Command or other sources and recommend resultant regulatory changes.

(4) Review surface and airspace danger zone policies for the Army and TRADOC.

c. ISD (if so appointed) will ensure completion of all tasks, duties, and responsibilities assigned or set by Federal, Army, TRADOC, IMCOM, and local command guidance.

d. The SC, in accordance with AR 385-63, appoints a qualified installation range management authority to provide oversight responsibility for all range operations. The range management authority will-

(1) Manage the overall operation of the range operations organization in its implementation of the range safety program. Execute responsibilities assigned in AR 385-63 and DA Pam 385-63.

(2) Maintain coordination with the safety director on all safety matters relating to range and live-fire operations.

(3) Develop and publish a range safety directive and ensure all ranges have current SOPs which address operations on each specific range and include severe weather and communications requirements.

(4) Develop and implement an on-post and off-post range safety educational program in coordination with the appropriate safety director(s), public affairs officer, QASAS, provost marshal, and local explosive ordnance disposal (EOD) unit commander. Example: unexploded ordnance 3Rs (recognize, retreat, and report) education program.

(5) Ensure selected range operations personnel receive range safety training. At least one member of the range operations organization will be a graduate of the Interservice Intermediate Range Safety Course. When unexploded ordnance (UXO) recognition training program is implemented, at least one member of the range operations organization, and other appropriate personnel, should be UXO recognition qualified through training provided by EOD.

(6) Installation range management authority (garrison/IMCOM asset) responsibilities are to:

(a) Ensure staffing with a sufficient number of trained personnel to ensure that range operations can maintain positive control over all ranges and range facilities.

(b) Ensure that positive 2-way communications are established and maintained with all ranges and range facilities whenever those ranges or facilities are occupied.

(c) Ensure that organizations and individuals signing for ranges and range facilities are trained and certified in accordance with local range certification programs that qualify personnel in the duties of officer in charge and Range Safety Officer for firing exercises and maneuver operations and range operations SOPs.

(d) In consultation with contracting officer representatives, ensure that contractors are not serving as Officer in Charge. If serving as Range Safety Officer, they must be certified/qualified on the weapon system involved and be approved by the installation commander/SC.

(e) Ensure that a range safety briefing on the use of the range training complex is part of the certification process.

(f) Maintain a continuous radio log that documents all activities and communications between range operations and units on ranges.

(g) Publish weather advisories and warnings as appropriate and record acknowledgement from each occupied range.

(h) Publish severe weather plans for all ranges as necessary addressing the specific vulnerabilities and control measures at each location. Ensure that users understand the severe weather plans and control measures for the range that they will be operating.

(i) Ensure that Special Use Airspace (SUA) and non-SUA is properly controlled and used for live fire training.

(j) Ensure that users of Army Small Arms Ranges located outside restricted airspace or Controlled Firing Areas follow Small Arms Range Safety Area policy and procedures.

(k) Ensure indoor firing ranges and shoot houses are operated/maintained in accordance with Army requirements on heavy metals and:

- Lead exposure protection procedures are in place
- Air Sampling is accomplished
- Ventilation is adequate
- Inspections are completed, reports of evaluations and inspections are maintained, and a copy provided to the next higher HQs for action as appropriate

6-3. Mishap reporting

a. All mishaps will be reported and investigated in accordance with AR 385-10 and DA Pam 385-40.

b. Report all mishaps involving weapons, chemical agents, ammunition, or explosives to HQ TRADOC Safety Office immediately.

6-4. Range safety deviations

a. Requests for deviation shall originate from the unit or activity conducting the event or the installation Range Management Authority. Requests for deviation will be coordinated through the appropriate chain of command and include both garrison and mission safety offices. Only Army Senior Commanders in the grade of O-7 and above may authorize deviations.

b. A copy of each approved deviation (expires within a year) or renewed deviation (original approved deviation without change in any initial conditions) will be provided to appropriate IMCOM regional office and the TRADOC Safety Office, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil within 30 days after approval in accordance with AR 385-10 or AR 385-63.

c. SC will approve all live-fire training operations under an approved deviation, for nonresident units.

Chapter 7
Explosives Safety

7-1. General

a. SCs have the ultimate responsibility for safe explosive operations. Garrison commanders support the SC by ensuring implementation of all applicable safety responsibilities in AR 75-1, AR 350-19, AR 385-10, DA Pam 385-10, DA Pam 385-40, DA Pam 385-64, and other applicable guidance.

b. SCs are responsible for establishing and ensuring that a master installation explosive safety management program (ESMP) is in place for their installation and that required tasks and responsibilities are clearly understood by all installation units and tenants while ensuring their Explosive Safety Program complies with current Army and TRADOC guidance.

c. Responsibilities for the ESMP may include other than TRADOC military organizations. This regulation is not meant to imply or direct action on the part of these non-TRADOC organizations and activities but serves as a recap of the duties and responsibilities of those activities and organizations as prescribed in DESR 6055.09, DODD 6055.9E, AR 385-10 DODM 4145.26, DA Pam 385-30, and DA Pam 385-64. Any local conflict between this

publication and other commands/services safety publications will be adjudicated by the SC and the appropriate safety offices notified.

7-2. Responsibilities

a. Director, TRADOC Safety will -

(1) Serve as the TRADOC POC for the command ESMP and to the U.S. Army Technical Center for Explosive Safety.

(2) Serve as the alternate member of the DA Explosives Safety Council.

b. SCs, commanders, TRADOC CFLs, COEs, and subordinate organizations will -

(1) Execute the applicable responsibilities in DOD 4145.26, AR 75-1, AR 385-10, DA Pam 385-30, DA Pam 385-61, DA Pam 385-63, DA Pam 385-64, TR 350-6, and TR 350-8.

(2) The SC will appoint, by memorandum or orders, a qualified safety professional (0017/0018) as the central ESMP point of contact to manage the installation master ESMP.

(3) The SC will, if they decide to delegate the authority of managing the master installation ESMP, accomplish such documents, letters of agreement/understanding, orders, etc. as required. These documents will, in detail, identify who is responsible and required tasks and reports to be accomplished. At a minimum, the ESMP will address those elements listed in AR 385-10.

(4) Ensure that there is only one master installation ESMP. All assigned units who have an ammunition/explosive mission will develop a unit ESMP and attached as an annex to, the master installation ESMP. Establishment of a master installation ESMP will reduce confusion over responsibilities and ensure that explosive safety is not compromised.

(5) Require all areas where ammunition/explosives are stored be designated as a "RESTRICTED AREA" and posted conspicuously in accordance with AR 190-11.

(6) Ensure all personnel (supervisory and nonsupervisory) who produce, handle, transport, store, inspect, test, maintain, use, demilitarize, or dispose of explosives, complete explosives safety training appropriate to their job requirements and in accordance with DA Pam 385-64.

(7) Commanders will establish procedures to ensure ball or tracer ammunition and blank ammunition are not inadvertently mixed during weapons training. Local /regional QASAS support may be requested to ensure munitions storage safety.

c. Commander, U.S. Army Ordnance School will appoint an individual in the grade of colonel or above to serve as principal TRADOC member of the DA Explosives Safety Council.

d. Installation Safety Director or appointed Explosive Safety Manager will -

(1) Establish written explosives safety policies to implement the provisions of AR 385-10, DA Pam 385-30, DA Pam 385-64, and ATP 5-19 outlining the responsibilities of all TRADOC activities with an explosives mission. As part of the mission ESMP, a MOA or policy that outlines the ESMP requirements and responsibilities of both the garrison and mission will be created.

(2) Act as the point of contact for all aspects of the ESMP. Tenants and other assigned units will coordinate all ESMP matters through the central ESMP POC.

(3) Ensure competent and qualified (GS 0017/0018/GS1910/MOS 910A) personnel initiate and review explosives safety Certificates of Risk Acceptance (CoRA), Deliberate Risk Assessment Documents (DRADs) and Certificates of Compelling Reason (CCR) for ammunition and explosives related operations, facilities or equipment, site plans, safety submissions, and ammunition and explosives facility design and that installation master plans consider ESMP requirements. Explosive Site Plans for TRADOC facilities will be staffed thru the Garrison Commander's Office and reviewed/approved by the SC prior to sending to HQ TRADOC Safety Office for review and forwarding to USATCES. A copy of all approved explosive safety site plans, CCRs, CoRAs, DRADs, waivers should be on permanent file at the Garrison Safety Office.

(4) Ensure operating, training, and budget plans provide adequate resources to comply with ESMP requirements and to mitigate, to the extent possible, any explosives safety hazards.

(5) As applicable, ensure the ESMP addresses:

- Explosive Safety Program organization and staffing
- Explosive safety site planning and coordination
- Facilities conformance
- Emergency response
- Tenant responsibilities
- Master planning
- Range operations
- Mishap prevention
- Facilities maintenance
- Demilitarization/destruction
- RM
- Explosive safety issuances (SOPs, policies, checklists, licenses, etc.)
- Records management
- Inspections/evaluations/audits
- Explosives safety training/certification
- Fire prevention and protection
- Amnesty program
- Hazards of Electromagnetic Radiation to Ordnance

(6) Investigate and report mishaps involving ammunition and explosives, including submission of serious incident reports and chemical event reports and documentation and dissemination of explosives safety lessons learned.

(7) Coordinate with the Contracting Officer Representative to ensure the requirements of governing ammunition and explosives policy, to include DOD Manual 4145.26, DA Pam 385-64, and IMCOM safety requirements, are being complied with.

(8) Monitor all training operations to ensure compliance with explosive safety standards.

(9) Ensure Arms Room/Armories/Explosive Facilities are inspected at least annually by a trained and qualified safety professional.

(10) Ensure all requests for waivers, CCRs, and CoRAs/DRADs are completed and forwarded to appropriate IMCOM regional office, with copy furnished to the TRADOC Safety Office, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil in accordance with DOD 6055.9, DODD 6055.9, AR 385-10, DA Pam 385-30, and DA Pam 385-64.

7-3. Unit arms room

a. Ammunition storage in unit arms rooms requires an approved explosive storage license in accordance with DODD 6055.9E and DA Pam 385-64 (Joint Base units must coordinate with garrison safety to determine local requirements for licenses). Licenses are required to be reviewed annually by a competent individual and record of the review on file at the garrison safety office unless otherwise required by written agreement or command guidance.

b. Commanders shall limit arms room storage to the quantity of ammunition required for operational necessity or immediate training operations.

c. Munitions items authorized for storage in unit arms rooms are limited to hazard class/division 1.2.2 not to exceed 22.65 kg net explosive quantity (50 pounds of net explosive weight), 1.3 not to exceed 45.3 kg net explosive quantity (100 pounds net explosive weight), and 1.4 operational necessity/limited quantities without regard to quantity distance (QD) requirements. Prior to a unit storing any ammunition in an arms room, the Garrison Commander will approve the risk assessment that justifies the storage based on operational necessity and safety considerations.

d. Ammunition will be packed in approved U.S. Department of Transportation containers.

e. Blank ammunition will be clearly identified and marked. Blank ammunition will be physically separated inside the arms room from ball or tracer ammunition. Training ammunition will be clearly identified, marked, and physically separated from operational ammunition. Operational ammunition will be maintained on the Commanders property book.

Chapter 8
Motor Vehicle Mishap Prevention Program

8-1. General
This chapter establishes requirements for motor vehicle safety and Soldier safety while marching in formation or running on or in the immediate proximity of roads.

8-2. Responsibilities
Responsibilities for motor vehicle mishap prevention include other military organizations and civil authorities. This regulation is not meant to imply or direct action on the part of these non-TRADOC organizations and activities but serves as a recap of the responsibilities and duties of those activities and organizations as prescribed in other DOD, Army, or regulations, policies, and requirements.

a. TRADOC commanders/commandants, CFLs, COEs, and subordinate organizations will-

(1) Ensure requirements of DODI 6055.04, AR 385-10, and AR 600-55 are enforced.

(2) In coordination with the responsible Garrison Commander, develop and prescribe local procedures for the safe movement of Soldiers in the conduct of military training.

(3) In coordination with the responsible Garrison Commander, develop and execute training, education, and motivation programs for motor vehicle operation.

b. Safety directors will-

(1) Provide staff oversight of the motor vehicle mishap prevention programs.

(2) Collect, analyze, and evaluate motor vehicle mishap data to identify where mishap prevention efforts should be focused.

8-3. Driver education and training

a. Commanders/commandants will ensure driver education and training is conducted in accordance with AR 385-10.

b. Commanders utilizing Soldiers as drivers prior to their first duty assignment, will ensure all training prescribed by AR 385-10 is completed prior to operating vehicles.

c. Soldiers reporting to new duty assignments will complete driver education and training to include local hazards; intermediate driver’s training; remedial driver’s training, and additional training as made available through IMCOM.

8-4. Motorcycle safety
All operators of government or privately owned motorcycles (both street and off-road versions) on DOD installations must be appropriately licensed (state and local) to operate on public highways, meet all training requirements, and wear PPE in accordance with AR 385-10.

a. Commanders/commandants will-

(1) Implement, sustain, and enforce a Motorcycle Safety Program.

(2) Select and appoint a Soldier in writing as a Motorcycle Safety Program Coordinator (MSPC).

(3) Require, at a minimum, quarterly reports on number of operators in the status of operators' motorcycle inspections, training, and PPE.

(4) Ensure motorcycle riders successfully complete the requirements of the Army Progressive Motorcycle Program in accordance with AR 385-10.

(5) Ensure each military service member who is a known or potential motorcycle rider is provided, reviews, and completes the TRADOC Statement of Motorcycle Operator Responsibilities at appendix E. Documentation will be maintained by the MSPC or designated supervisory personnel.

(6) Enforce motorcycle registration, licensing, and PPE standards at all entry points to the installation (if the Senior Commander).

(7) Strongly suggest additional training for personnel who ride off-road motorcycles. Motorcycle Safety Foundation training provides information for riding a motorcycle on the road only.

b. MSPC will-

(1) Utilize Army Training Management System (ATMS) and the Digital Training Management System (DTMS) to record and track motorcycle training.

(2) Ensure an appropriate leader inspects and records each operator's motorcycle(s) using the tires, controls, lights, oils, chassis, and chain, stand (T-CLOCS) inspection checklist located on the USACRC website at https://safety.army.mil/.

8-5. All-terrain vehicle safety
All operators of government or privately owned all-terrain vehicles (ATV) on DOD installations must meet all training requirements specified in DODI 6055.04 and AR 385-10. Commanders/commandants will-

a. Review and complete TRADOC Statement of ATV Operator Responsibilities (see appendix F) with ATV operators. Leaders will ensure documentation of all discrepancies is completed.

b. Ensure security strictly enforces ATV requirements for events occurring on the installation. Environmental rules and regulations will also be closely followed.

c. Strongly recommend training for personnel who ride privately owned ATVs outside of DOD installations.

8-6. Bicycle, skateboard, scooter, roller blade/skate safety

All personnel while operating, riding, or using subject equipment will wear a helmet and appropriate safety equipment approved by the U.S. Consumer Product Safety Commission, the American Society for Testing Material, or the Snell Memorial Foundation (B-90 or greater). A bicycle safety helmet will be worn by all personnel (including Family members) who ride bicycles on DOD-controlled properties. All personnel (including Family members) are strongly encouraged to wear PPE while participating in subject activities off-DOD controlled properties.

8-7. Troop safety

a. When approaching or passing a troop formation from either the front or rear, the speed limit is a maximum of 16 kilometers per hour (10 miles per hour).

b. TRADOC commanders/commandants will establish designated routes for organized physical training (PT) formations to limit exposure of troops to motor vehicle traffic. Designated routes will have established traffic controls (speed limit signs, designated lane(s) on one-way streets and barricades, when feasible) for vehicular traffic during PT hours. PT formations may use a blocker vehicle with flashing lights to indicate a hazard for other vehicles as an additional RM control measure. When conducting troop formations during periods of reduced visibility, units will provide flashlights with a wand or luminescent chemical lights to troop formations moving on roadways during periods of darkness.

c. Commanders/commandants will ensure that adequate signage is posted at vehicle entrance points to the installation, in concentrated troop areas, and along all routes of regular troop movement to warn drivers of the 16 kilometers per hour (10-mile per hour) speed restriction.

d. Transportation of Soldiers during training is restricted to vehicles designed for human occupancy (with seating, safety straps, seatbelts, and overhead covering). Exceptions are permitted in situations requiring immediate evacuation of large numbers of Soldiers. When exceptions are made, vehicles are restricted to a maximum speed of 48 kilometers per hour (30-miles per hour) and on post (cantonment area) transport only.

8-8. Control of stragglers

a. Commanders/commandants will ensure Soldiers are briefed on actions to be taken if they are unable to remain with their troop formation (such as stragglers). Stragglers will be instructed

to immediately go to the extreme right side/shoulder of the road and, if possible, continue in the direction of the formation. Battle buddies should be instructed to remain with the straggler until directed otherwise by unit cadre.

b. Commanders/commandants will further ensure-

(1) All unit cadre are clearly marked to identify them to the Soldiers in formation.

(2) Cadre with appropriate safety equipment (such as reflective vests, flashlights, adequate communication) are positioned to follow stragglers.

(3) A trail vehicle with flashing lights is available to follow unit formations and pick up stragglers, as necessary. The vehicle will comply with specifications of paragraph 8-7d.

8-9. Use of traffic safety clothing

a. Units will provide and require use of fluorescent or reflective PPE by personnel exposed to traffic hazards as part of their assigned duties; for example, marching, running, and jogging troops (not in a formation), road guards, traffic control personnel, road construction crews, or personnel conducting police call.

b. A road guard position placement diagram is shown in figure 8-1, page 49.

c. Road guards and safety personnel will wear reflective vests during all foot marches. See figure 8-1 for recommended positioning.

d. Soldiers will be equipped with reflective clothing for movement on high-speed roads. See figure 8-1 for recommended positions during troop movement.

e. Front and rear guards will position themselves 30 meters in front (flashlight beam directed forward) and to the rear (flashlight beam directed rearward) of each formation during darkness and inclement weather.

f. Commanders will determine when additional traffic safety clothing is required.

8-10. Driver distractions

a. An increase in driving mishaps is caused by distracting activities such as hand-held and hands-free cell phones, eating, drinking, and operating entertainment and global positioning systems (GPS). TRADOC drivers are encouraged to safely park vehicles prior to completing tasks that distract attention from operating a vehicle on official government business or off-duty. Accessory equipment, such as GPS mounting, should be mounted in a manner that does not interfere with the driver’s line of sight.

b. Vehicle operators will comply with applicable State and local laws that are more stringent than this policy regarding distractions while driving (e.g., using cell phones, text messaging).

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009, DoD personnel are prohibited while driving any vehicle on or off-installations, on official Government business from text messaging, using cell phones, government supplied electronic equipment for texting, or using other hand-held electronic devices unless the vehicle is safely parked or they are using a hands-free device, except for receiving or placing calls in performance of duties from tactical or emergency situations. All uniformed military members assigned to TRADOC organizations are prohibited from using cell phones including texting while operating a personally owned motor vehicle, regardless of location, unless the vehicle is safely parked, or the driver is using a hands-free device.

c. Use of hands-free devices is also discouraged as creating significant distractions from safe driving performance. DoD personnel are prohibited, while driving any vehicle on official government business, from wearing any listening devices other than hearing aids, single ear-piece hands-free phone devices, and motorcycle driver/passenger intercom devices where allowed by law. Use of those devices impairs driving and masks or prevents the recognition of emergency signals, alarms, announcements, the approach of vehicles, human speech, and outside noises in general.

d. Civilian members assigned to TRADOC organizations are encouraged to not use cell phones, including texting while operating a motor vehicle, while driving off military installations unless the vehicle is safely parked, or the driver is using a hands-free device.

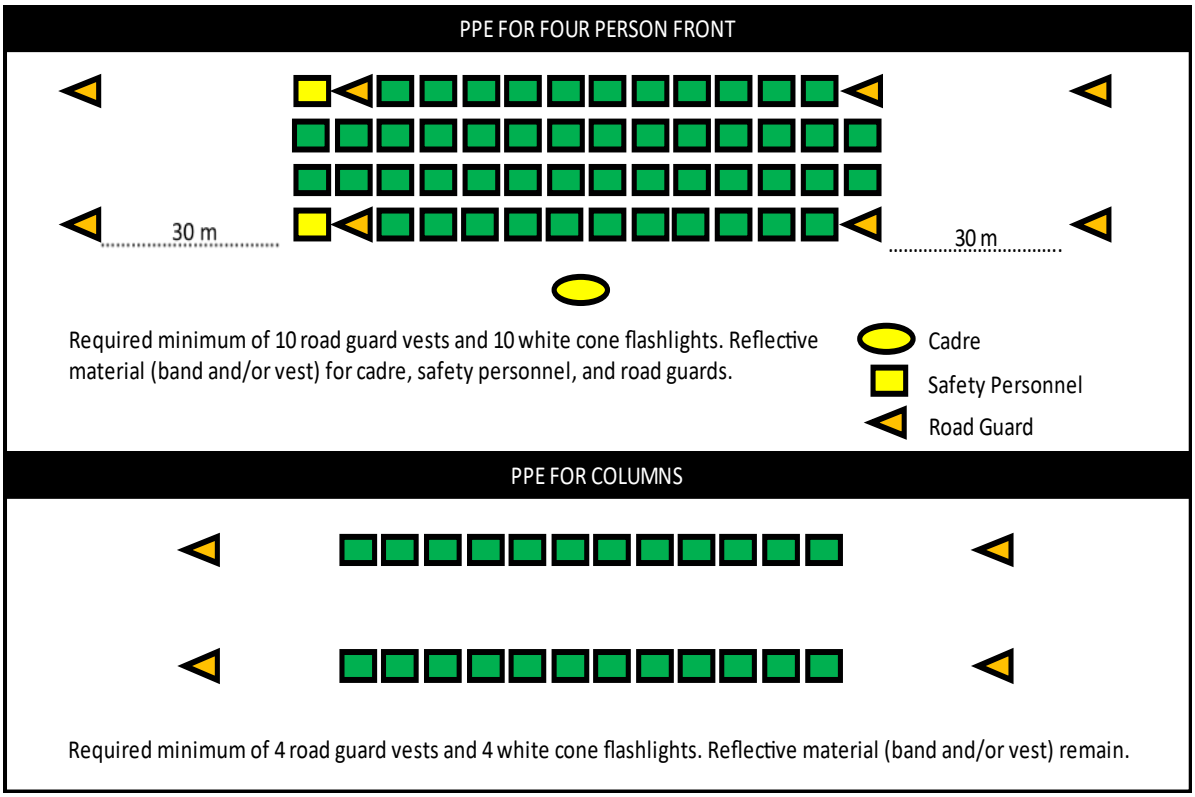

Figure 8-1. Recommended PPE and personnel placement diagram

Chapter 9
Water Safety

9-1. General
Drowning is a serious threat to any waterborne training or operation. Through careful planning and application of the RM process, risk can be significantly reduced and the potential for mission success increased.

9-2. Responsibilities

a. Commanders/commandants will-

(1) Ensure military personnel involved in training in or around water are swim tested and that non-swimmers are identified. Non-swimmers will be marked in a distinctive manner to ensure they are readily identifiable during training or operations around water.

(2) Ensure military occupational specialties requiring water survival training are completed prior to training in, on, or over water in accordance with FM 7-22, ATP 7-22.01, and AR 56-9, as applicable.

(3) Establish directives that address specific safety procedures/requirements for all tactical water training or operations prior to participating in water operations.

(4) Ensure lifeguards are on duty at TRADOC controlled and operated swimming pools and natural beaches whenever recreational swimming is authorized.

b. Safety directors will-

(1) Provide staff oversight of the water safety program.

(2) Monitor appropriate cadre/staff instruction to ensure all instructors involved in teaching or overseeing training or operations in or around water receive training in water operations and hazards before teaching students.

9-3. Safety procedures for tactical water operations

a. Mission planning. Accurate and detailed risk assessments will be used to protect Soldiers participating in amphibious crossing, stream crossing, and rafting/bridging. FM 7-22, ATP 7-22.01, and AR 56-9 will be used in conjunction with ATP 5-19 to identify hazards and develop controls appropriate to the mission, enemy, terrain, weather, troops, support available, time available, and civil considerations factors of the mission.

b. The following list reflects commonly used controls that may be used to reduce the risk of specific hazards for water operations.

(1) Use qualified lifeguards, divers, medical, and rescue personnel with associated rescue equipment.

(2) Conduct a detailed reconnaissance of the site, both near and far bank.

(3) Conduct detailed rehearsals for all personnel participating in the operations and practice emergency reaction procedures.

(4) Prepare and utilize detailed risk assessments based on the aspects of mission, enemy, terrain and weather, troops, and support available, time available, civil considerations, and vehicle/equipment characteristics.

(5) Properly mark entrance/exit lanes and crossing points for operations.

(6) Make provisions for emergency lighting and conduct pre-crossing checks for all personnel and equipment.

(7) Ensure qualified crossing personnel and guides are knowledgeable on emergency reaction procedures.

(8) Ensure primary and alternate means of communications and signals are established and maintained.

(9) Ensure all personnel are briefed and understand the emergency evacuation and proper weight distribution procedure when moving through or over water in watercraft.

Chapter 10
Ionizing and Non-ionizing Radiation Safety Program

10-1. General
This chapter applies to all TRADOC elements procuring, receiving, storing, shipping, using, transporting, maintaining, or disposing of ionizing and non-ionizing radiation producing materials and/or equipment. Part 20, Title 10, CFR (10 CFR 20) Nuclear Regulatory Commission (NRC) license requirements, and ARs specify the methods, procedures, and exposure levels to protect Soldiers, the public, and the environment. Deviations from mandatory requirements will require written authority in the form of a waiver or exemption.

10-2. Responsibilities

a. Responsibilities for the radiation safety program may include other than TRADOC military organizations and civil authorities. This regulation is not meant to imply or direct action on the part of these non-TRADOC organizations and activities but serves as a recap of the responsibilities and functions of those activities and organizations as prescribed in other DOD, Army, or legal regulations, policies, or requirements.

b. Director, TRADOC Safety will-

(1) Develop, direct, and coordinate the TRADOC Radiation Safety Program.

(2) Appoint, in writing, a TRADOC Radiation Safety Staff Officer and alternate Radiation Safety Staff Officer to manage and oversee the TRADOC Radiation Safety Program.

c. The TRADOC Radiation Safety Staff Officer will-

(1) Oversee the radiation safety program operations for TRADOC centers of excellence, schools, and organizations.

(2) Review and forward applications for NRC licenses/license renewals to the NRC. Review and approve Army radiation authorizations in accordance with AR 385-10, paragraph 16-5b.

(3) Report recordable TRADOC radiological mishaps to the TRADOC DCG/CoS, and commodities licenses or NRC, as applicable. Maintain copies of all correspondence involving radiological mishaps on TRADOC subordinate command installation. Follow reporting guidance in Chapter 2 of this regulation.

(4) Review and forward written radiological mishaps investigation reports to the licensee.

d. In coordination with their supporting Garrison Commander, TRADOC SCs will ensure a qualified Installation Radiation Safety Officer (IRSO) is appointed, in writing, to manage and oversee the installation radiation safety program. The IRSO should be assigned to the safety office staff.

e. Commanders/commandants of TRADOC CFLs, COEs, and subordinate organizations will-

(1) Ensure each organization that handles, uses, or has radioactive commodities in their possession, implements an effective radiation safety program that complies with the requirements of Federal standards, ARs, and this regulation.

(2) Appoint, in writing, a radiation safety officer to oversee the school radiation safety program in accordance with AR 385-10, paragraph 16-3 (h)(1). Furnish a copy of the inventory to the IRSO annually (or more frequently if necessitated by inventory change). The same individual can be the IRSO and the radiation safety officer (especially for installations with few activities and tenants).

(3) Appoint a radiation safety committee, if required, in accordance with AR 385-10, paragraph 16-3 (j) (8).

(4) Ensure an accurate record of the inventory of radiation sources is maintained. Ensure a physical inventory of all radiation sources and radiation-producing equipment is conducted at least annually.

10-3. Radiation safety committee
A radiation safety committee will be formed in accordance with AR 385-10 at all installations where NRC-licensed commodities are used, stored, or maintained or where non-ionizing radiation sources capable of exposing personnel to levels of radiation above the regulatory limits are used or maintained.

a. The radiation safety committee will-

(1) Recommend policy on the safe use, handling, storage, receipt, shipment, and disposal of sources of radiation to the commander.

(2) Review radiation safety aspects of proposals for the procurement and use of sources of radiation, the modification of existing radiological operations and operating procedures, and provide recommendations to the commander for appropriate actions.

(3) Review applications for NRC licenses or DA authorizations/permits.

(4) Review and approve the qualifications of operators of sources of radiation.

(5) Review reports of radiation mishaps and reports of evaluations of the radiation safety program by other agencies. They will recommend appropriate action to the commander.

b. The committee will meet at least semiannually or at the call of the chairperson. Subjects discussed and attendance will be documented. A copy of the minutes will be forwarded to the commander for his review and approval.

10-4. Policy

a. IRSOs will provide the coordination to establish a memorandum of agreement to clearly define the roles and relationships between the garrison, tenant units, activities, organizations, and the NRC license holder.

b. Commanders of separate activities tenanted upon an installation will comply with installation radiation safety standards. Local radiation safety standards will not be less restrictive than those standards established by Federal, Army, or TRADOC regulations. If a separate activity's mission is restricted by the installation requirements, and the difficulty cannot be solved at the local level, the issue will be forwarded to the TRADOC Safety Office, for resolution.

c. Prior to being relieved of duties, the IRSO will transfer the responsibility for implementing the radiation safety program to the incoming IRSO. If the IRSO is relieved of his/her duties, the next higher HQ will be advised, and the program responsibility will be transferred to the Garrison Commander until an adequately trained IRSO can be appointed.

Chapter 11
Tactical Safety

11-1. General
The potential for mishaps increases during maneuver and field training exercises. In this environment, it is essential that commanders and leaders at all levels use RM to identify hazards and mitigate risk.

11-2. Responsibilities

a. Commanders/commandants will-

(1) Review safety requirements during the planning and execution phases of field training exercises.

(2) Ensure staff coordinates operation plans with supporting staff during planning and preparation stages.

(3) Require designated safety officers review and validate all branch training documents for RM integration and appropriate risk assessment.

(4) Require that a DD Form 2977 be used for each event/training. The DD Form 2977 should:

- Be regularly updated to reflect current conditions and residual risk
- Be readily available to the responsible leadership at the training site
- Reflect risk guidance and decisions at the appropriate level on the form.

b. Safety directors will-

(1) Review all programs of instruction, training support packages, and plans that involve/include prolonged operations in a field environment for safety and RM.

(2) Review plans and risk assessments for major exercises and provide appropriate support and recommendations.

11-3. Use of portable space heaters

a. Commercially procured space heaters are not authorized for use in Army field training or operations. Only those heaters authorized by the U.S. Army Natick Soldier Systems Center are to be used. A listing of authorized heaters and guidance is available on the Defense Centers for Public Health - Aberdeen at https://phc.amedd.army.mil. Once at the site, search for the word "heaters". Commanders will publish written standard operating procedures that embody the principles of this policy.

b. The following procedures apply to authorized space heaters.

(1) Have competent individuals, familiar with leak test procedures, set up heaters. Only personnel trained, tested, and licensed in accordance with AR 600-55 will operate heaters. The responsible unit fire safety representative will inspect each heater before use.

(2) Set up, add fuel, use, and maintain heaters in accordance with the applicable technical manual (TM). Use only the fuels specified in the applicable TM that are approved for use.

(3) The only authorized modifications to heaters are those that are authorized by a modification work order or safety of use message.

(4) The use of any non-vented heater is prohibited. Use the vent stack provided with the heater to vent the heater exhaust to the outside of the tent, structure, or shelter.

(5) Ensure all heaters are equipped with an emergency shutoff.

(6) Set heaters on a firm and level fireproof base, located in a marked area free from clothing or combustible material.

(7) Ensure a fire watch is on-duty any time solid or liquid fueled heaters are in use. Brief the fire watch on procedures for firefighting with appropriate extinguishing agent and early recognition of signs of carbon monoxide poisoning.

(8) Do not operate heaters while unattended.

(9) If the fuel tank is a separate component of the space heater, locate it on the outside of the tent or shelter.

(10) Do not use carbon monoxide detectors. They are not designed or approved for outdoor use and do not have a means for calibration. Used in an outdoor environment, carbon monoxide detectors provide a false sense of safety and early warning.

11-4. First aid/medical evacuation

a. Commanders/commandants will ensure their organizations have dedicated, qualified combat lifesavers available to provide the necessary first aid and emergency medical care as determined by RM for high-risk training events. See AR 350-1 for guidance on training and utilization of combat lifesavers. See TRADOC Circular (TC) 350-70-1 for guidance on determining appropriate medical support during training.

b. Medical evacuation. Commanders will coordinate to ensure medical evacuation support is consistent with the activity or training being conducted and is readily available.

(1) Commanders will develop policies and procedures for ambulance/medical evacuation. Procedures will address how to call for medical evacuation, what situations warrant evacuation, how long it takes for an ambulance to arrive, and what communications are required.

(2) Commanders will ensure the medical evacuation service can provide the support needed. Ensure procedures are in place to alert commanders and leaders involved in training events when required medical evacuation is not available.

(3) Commanders will assess and certify the adequacy of their medical support to training at least annually to ensure the capability of ground and air medical evacuation. This responsibility will not be delegated. Commanders/commandants conducting high-risk training shall rehearse their medical support plan (casualty response, evacuation, and treatment) at least semiannually, with focus on responding to a training catastrophe (see TR 350-6). A copy of the AAR from medical support plan assessments will be maintained on file by the organization's safety officer for 6 years.

11-5. Communications

a. All units/organizations involved in training or operations outside the immediate cantonment area will establish and maintain positive two-way communications with their higher HQ or other designated unit or activity.

b. Units/organizations located at a fixed training site or range will maintain at least two means of communications, radio and hard wire (landline).

c. While in a field environment, units/organizations will maintain a continuous radio/phone watch. In addition to periodic communications checks made at least hourly, units will report arrival or departure from a fixed location or training site and any change in communication capabilities.

11-6. Severe weather protection

Commanders/commandants of TRADOC CFLs, COEs, and subordinate organizations will ensure that a severe weather/lightning protection plan is prepared and on hand for each training site or range. The plan will address early warning systems/communications, location of storm shelters, and actions to be taken in the event of severe weather at that site. Plans will include the requirement for the unit/organization making the alert to verify receipt of the warning or weather alert.

a. Lightning.

(1) Upon notification of a severe thunderstorm warning with the potential to produce lightning in the vicinity of troops, commanders/leaders will initiate action to either shelter or evacuate personnel in accordance with the severe weather plan for that training location. Units are encouraged to utilize the TRADOC Lightning Protection Safety Guide (available through the TRADOC Safety Office) to increase hazard recognition and minimize the likelihood of injury or death caused by lightning.

(2) In the event it is not possible to evacuate or shelter personnel, leaders will move Soldiers to a low spot and crouch with feet closely together. Any objects that may produce a

metallic upward projection, such as a radio or rifle will be moved away and placed horizontally on the ground. Any weapon placed on the ground nearby will be cleared in accordance with local procedures before personal possession is broken. Groups of personnel in the open or in forested areas will disperse to minimize the possibility of multiple injuries from a lightning strike.

b. Wind and tornados. Procedures should be established to plan for the sudden eventuality of wind and tornados that may accompany storms in local areas. These procedures should be published and practiced to ensure that necessary actions can be executed.

c. Heat and cold recognition and treatment. Commanders and supervisors must ensure every individual that may be exposed to unaccustomed environmental conditions (heat stress or cold stress (wind chill)) is informed of potentially serious results of heat or cold casualties and how to recognize and treat those casualties if they occur. Commanders and commandants will provide written guidance on how individuals who have had previous cold injuries, heat injuries, or have been identified as possessing sickle cell trait, will be made identifiable to cadre and other leaders. Training requirements for heat and cold injury prevention are outlined in TR 350-29. See Technical Bulletin (TB) Med 507 for information on heat stress control and TB Med 508 for information on the prevention and management of cold-weather injuries.

Chapter 12
Chemical Agent Safety

12-1. General
This chapter applies to chemical agent operations at the Chemical Defense Training Facility (CDTF). TRADOC units will conduct chemical agent safety management according to AR 385-10, and DA Pam 385-61. Deviations from mandatory requirements will require written authority in the form of a certificate of risk acceptance.

12-2. Responsibilities

a. Director, TRADOC Safety will-

(1) Develop, direct, and coordinate the TRADOC Chemical Agent Safety Program.

(2) Appoint, in writing, a TRADOC Chemical Agent Safety Manager and alternate to manage and oversee the TRADOC Chemical Agent Safety Program.

b. The TRADOC Chemical Agent Safety Manager will-

(1) Oversee the chemical agent operations for the CDTF.

(2) Review and forward applications for site plan modifications via the U.S. Army Technical Center for Explosives Safety to the Department of Defense Explosives Safety Board.

(3) Serve as the TRADOC representative on the DA Chemical Agent Safety Council.

(4) Report recordable TRADOC chemical mishaps to the TRADOC DCG/CoS and DA Chemical Agent Safety Council, as applicable, and follow procedures listed in Chapter 2 of this regulation. Maintain copies of all correspondence involving chemical agent mishaps at the CDTF.

(5) Participate in chemical management reviews to determine the adequacy of unit safety training, support, guidance provided to its assigned surety organization, and compliance with applicable regulations.

(6) Conduct staff assist visits to the CDTF as requested.

c. CDTF Director will-

(1) Report details of any chemical mishap to the TRADOC Safety Office, via chain of command within 24 hours. Report initial findings and recommendations with 14 days. Follow additional guidance listed in Chapter 2 of this regulation.

(2) Implement a safety program that meets or exceeds regulatory guidelines and applicable safety guidance issued by the TRADOC Safety Office and HQDA.

(3) Conduct a hazard analysis for each chemical operation involving chemical surety materiel.

d. Monitor actions, tasks, and responsibilities to ensure that chemical materials are stored, maintained, inspected, and where required, transported with the highest standards of safety.

e. Use risk acceptance standards in DA Pam 385-30, Mishap Risk Management, when explosives or chemical agents are the initial cause of the risk.

Chapter 13
Safety requirements

13-1. Cargo operations safety

a. Conduct cargo operations according to AR 385-10.

b. Commanders must ensure guidance for safe cargo operations follow mission operations and meet support requirements. The guidance must address the cargo, roadways, and other installation-specific infrastructure issues.

c. Garrison safety offices should verify the completion of required training for operators responsible for transporting hazardous materials.

d. Garrison safety offices should review safe cargo SOPs and risk assessments to ensure procedures and transportation routes are approved and comply with applicable policies.

13-2. Contracting safety

a. Safety shall be integrated into the contracting process according to DA and DOD guidance.

b. Safety directors and managers will maintain a record of safety meetings with contractors, setting overall safety and occupational health program requirements in accordance with AR 385-10.

c. Contracting Officer Representatives and Government Flight Representatives must-

(1) Monitor the accomplishments of required safety training.

(2) Ensure contractors develop a site-specific safety plan that includes activity hazard analysis of significant hazards and a plan to control identified hazards, as required by contract.

13-3. Industrial operations safety

a. Safety directors must ensure the implementation of industrial operational safety requirements according to AR 385-10 and DA Pam 385-10.

b. Supervisors will-

(1) Develop SOPs for all hazardous operations.

(2) Review the SOP with employees before initially performing hazardous operations. Employees must acknowledge understanding of requirements in the SOP and demonstrate that they can execute the operation in a safe, efficient, and effective manner.

(3) Participate with employees and safety personnel in mishap after action reports to identify factors that contribute to a mishap, including controlled and beyond direct control factors.

(4) Ensure and maintain records confirming that employees receive sufficient training, licensure, qualification, and experience prior to assignment to a particular job, activity, or operation.

(5) Ensure licensed and trained personnel are authorized to operate machinery, motor vehicles, watercraft, and material handling equipment.

(6) Develop job hazard analysis or job safety analysis using DD Form 2977 for operations normally conducted without following a lesson plan or other written guidance that includes such information.

13-4. Safety and occupational health program (workplace safety)

a. TRADOC safety and occupational health programs must comply with OSHA requirements as outlined in AR 385-10, and DA Pam 385-10.

b. Safety directors will develop written safety and occupational health policies required to ensure compliance with Federal, Army, and TRADOC guidance.

13-5. Hazard communication (HAZCOM) program
Organizations will follow Federal (29 CFR 1926.59 or 29 CFR 1910.1200, as appropriate), DOD guidance, and Army program guidance. HAZCOM training will be integrated into in-processing for assigned personnel.

13-6. Public, family, off-duty, child and youth, recreational, and seasonal safety

a. Safety directors will implement public, family, child and youth, off-duty recreation, and seasonal safety programs according to AR 385-10 and DA Pam 385-10.

b. Safety directors will analyze off-duty and recreational mishaps to identify activities associated with significant loss or injury rates.

c. Unit personnel will apply RM and prepare risk assessments for each indoor and outdoor activity. All participants will be informed of applicable safety procedures and measures for managing risk.

d. TRADOC safety directors will promote and address seasonal and holiday safety awareness programs and mishap prevention efforts.

e. Promotional programs and procedures will be developed to increase awareness of specific hazards associated with the change of seasons and celebration of holidays as outlined in AR 385-10. Use of appropriated funds requires legal review from the local office of the Staff Judge Advocate.

13-7. Strategic Safety Planning
Each organization above brigade (or equivalent) will establish a written safety and occupational health (SOH) strategic plan in accordance with DA Pam 385-10. The SOH strategic plan may be integrated within an overall organizational plan or a stand-alone plan which supports their higher-level command's goals and objectives. Goals will be based upon the organization's workplace hazards, injuries, occupational illnesses, operational risks, and impacts to readiness. Goals will be written in a specific, measurable, achievable, relevant, and time-bound format to support the development of organizational metrics to measure performance.

Chapter 14
Functional Community 12 selection criteria, training requirements, and professional developments

14-1. General
Safety and Occupational Health Professionals FC-12 are critical to providing commanders, leaders, and supervisors the technical advice and support to ensure Soldier and worker health and safety and to the preservation of critical mission resources. It is therefore imperative that only trained and qualified (in accordance with Office of Personnel Management standards) FC-12 personnel be selected to fill authorized FC-12 positions.

14-2. FC-12 positions
Commanders/commandants of TRADOC CFLs, COEs, and subordinate organizations will ensure all FC-12 positions are filled in compliance with the regulatory and statutory requirements in all hiring actions, as amended by the FC-12 Career Program Manager and this regulation.

a. All civilian safety positions, whether permanent or temporary, will be filled in accordance with merit recruitment and placement policies as outlined in AR 690-950.

b. Any modification or waiver of the Office of Personnel Management qualification requirements of a FC-12 position will be coordinated with the TRADOC Command Functional Community Manager before selection.

c. All vacancy announcements will be open Army wide for a minimum of 14 days.

d. All vacancy announcements must state “This is a Functional Community 12 Career Program Position.”

14-3. Training and professional development

a. In addition to the hiring criteria in paragraph 14-2, all FC-12 careerists must have completed Army Civilian Training, Education, and Development System (ACTEDS) training appropriate to their series, in accordance with AR 385-10, paragraph 5-4. FC-12 careerists will meet the training, education, and credentialing requirements listed in the FC-12 ACTEDS plan according to each job series.

b. For purposes of Civilian Education System (CES) course requirements all FC-12 professionals are team leaders, supervisors, or managers and must complete the CES Foundation Course within 60 days and the CES course appropriate to grade within two years of initial hire.

c. The FC-12 careerist must be multifaceted. FC-12 professionals must demonstrate continuous learning in both their technical and professional competencies. To remain relevant and competitive professionals must accomplish a minimum of the ACTEDS training plan and complete the PCSOH certificate as soon as possible.

d. All FC-12s are encouraged to participate in their local Federal Safety and Health Council.

14-4. Individual development plans

Each TRADOC FC-12 careerist will complete their individual development plans (IDP) within 90 days of their arrival. This IDP will be reviewed and approved by the appropriate supervisor. IDPs will be reviewed and updated as needed but as a minimum, they will be reviewed and updated annually in conjunction with the individual's annual performance review. IDPs will be developed using the Army Career Tracker https://actnow.army.mil.

14-5. Responsibilities

a. FC-12 certificate applicants will-

(1) Compile all required documentation to substantiate training meets the criteria for the PCSOH certificate IAW current Safety and Occupational Health Management Certificate Application.

(2) Prepare and sign a cover memorandum summarizing the contents of the application and attesting to the validity of the information provided in chronological order and forward the completed packet through their senior safety manager or director IAW latest requirements on the USACRC, FC-12 link: Certificate Programs (army.mil)

b. TRADOC safety directors/managers will-

(1) Review applicant's submission and verify that all required training is substantiated in the enclosed documented.

(2) Prepare a memorandum for record indicating they have reviewed the application and that it is both complete and valid. Ensure all supporting documentation showing course completion and equivalent training certificates are in chronological order IAW the Professional Certificate in Safety and Occupational Health Application form referenced in paragraph 14-5a(2) of this document.

(3) Send all certificate requests to the TRADOC Safety Office, usarmy.jble.tradoc.mbx.hq-tradoc-g-1-4-safety-office@army.mil. for review and approval by the TRADOC FC-12 Career Manager or email competed application to the TRADOC FC-12 representative. Request packets must include:

(a) Memorandum from the applicant's manager or director indicating that they have reviewed the application and attest to the completeness and accuracy of the information provided.

(b) Copies of certificates of completion that verify training and education that include Army, joint military services, college degree or transcripts and professional safety related certifications and are in chronological order.

(c) Copy of requestor biography and a copy of the Professional Certificate in Safety and Occupational Health Application form.

c. The TRADOC Safety Director serves as the TRADOC Command Career Program Manager and appoints on orders a Deputy Command Career Program Manager and will:

(1) Provide guidance for FC-12 community on FC-12 certification programs.

(2) Review and process all command FC-12 applications using established evaluation process.

(3) Notify candidates if applications are incomplete or not approved by PCSOH panel.

(4) Ensure applications are included in the respective PCSOH quarterly panel and forward PCSOH certificate(s) to respective safety director to present to awardee.

(5) Serve as command certificate manager.

(6) Volunteer on quarterly FC-12 PCSOH panel when available.

(7) Serve as a member of the Safety and Occupational Health Certificate Panel.

14-6. Commanders

a. Commanders are required to complete the Leader's Safety and Occupational Health Course (LSC). The LSC provides commanders the tools to manage a unit SOH program and to incorporate RM into all unit planning and activities. The LSC is offered through Army Training Requirements and Resources System (ATRRS) via web-based distance learning.

b. Company grade officers must complete the LSC prior to assuming command; brigade commanders or first O–6 in the chain of command will certify completion. Brigade and battalion level command designees must complete the LSC. A record of training will be retained in the training file. The USACRC is the course proponent.

c. Additional training is available for supervisors and managers at the Army Training Information System Learning, https://learn.atis.army.mil/ (common accrequired).

Chapter 15
Electrical safety

15-1. General

The Electrical Safety Program is an installation-level program that is shared by mission, garrison, and tenant units, and will be integrated into all operations. Responsibility for this program may include other than TRADOC military organizations. This regulation is not meant to imply or direct action on the part of these non-TRADOC organizations and activities. It serves as

a recap of the duties and responsibilities of those activities and organizations as prescribed by other Federal, DoD, Army, or legal regulations. The TSOHP will comply with electrical safety guidance contained in Federal, DoD, and Army guidance.

15-2. Responsibilities

a. Senior Commanders will-

(1) Ensure that commanders, directors, and managers at all levels include electrical safety in safety and occupational health policies and that operations and training products include/emphasize prevention of electrical related mishaps.

(2) Appoint a competent person to exercise authority having jurisdiction and to provide technical expertise and knowledge of local electrical systems, codes, and standards.

b. Safety managers will-

(1) Ensure that written SOPs are required for those frequently performed hazardous electrical operations that are identified by job hazard analysis in accordance with AR 385-10 and DA Pam 385-10.

(2) Conduct safety evaluations of organizations to ensure supervisors are developing electrical safety SOPs and that all personnel are trained to the appropriate level.

(3) Ensure that organizations and leaders at all levels apply electrical safety standards and RM to mitigate electrical safety hazards.

(4) Ensure that when electrical work is performed within the “Limited Approach Boundary” or “Arc Flash boundary” of live circuits or parts, at voltage levels of 50 volts or higher, or when an electrical hazard exists, a written “Energized Electrical Work” permit is required, and risk is accepted at the proper level.

(5) Ensure supervisors maintain records of training and that annual refresher training is completed.

(6) Ensure that safety briefings are conducted by the person-in-charge prior to personnel working on energized circuits/parts.

(7) Ensure that supervisor and employee training is tailored to the level of exposure in the work environment.

(8) Ensure that supervisors and leaders at all levels make sure all personnel are made aware of electrical safety hazards in their work environment and how to recognize and protect themselves from those hazards.

(9) Ensure that appropriate DD Form 2977s are included with job hazard analysis and required for all electrical related operations.

(10) Ensure DD Form 2977s and risk assessment documents (Energized Electrical Work Permits) are approved at the appropriate risk acceptance level.

(11) Ensure an electrical hazard analysis is conducted by qualified supervisors where electrical work is performed on facilities electrical distribution systems/electrical equipment/devices that are within "Arc Flash Boundary" in accordance with National Fire Protection Association Standard 70E.

(12) Review training products to ensure that they include electrical safety guidance.

Chapter 16
Mobilization

16-1. Intent
This chapter establishes the minimum safety requirements for safety directors/managers at TRADOC CFLs, COEs, and subordinate organizations to assist commanders in promoting and improving the health of the force through programs outlined in DoD and Army guidance.

16-2. Scope
Injury prevention, dental health, good nutrition, tobacco use prevention and cessation, physical fitness and weight control, responsible sexual behavior, stress management, suicide prevention, alcohol and drug abuse prevention, and other health initiatives, during post mobilization and re-integration are critical to TRADOC mission success.

16-3. Application of force mobilization
The Executive Authority for the CONUS Replacement Center mission/operations was passed from TRADOC to U.S. Army Forces Command 1 May 2013.

16-4. Application of risk management
See AR 385-10, ADP 3-0, DA Pam 385-30, and ATP 5-19.

16-5. Post mobilization
See AR 385-10 for a discussion of post-deployment role adjustments, health assessment, and training requirements.

16-6. Reintegration/risk-re-familiarization
See AR 385-10 for a discussion required reintegration training, surveys, and medical screening. While not specifically addressed, privately owned weapons safety should be included in scheduled training.

16-7. TRADOC Leader's Guide for Risk Reduction and Suicide Prevention
See TP 600-22 for guidance on reducing the likelihood of post deployment high-risk behavior, and the integration of the Risk Reduction Program.

16-8. Individual mobilization

a. Policy. This section establishes the minimum safety requirements for individual mobilization during hostilities and contingency operations. Mobilization places a great demand on Soldiers, civilians, and leaders; therefore, RM will be used to identify and control hazards associated with the training, deployment, and re-deployment of military personnel. The TRADOC G-1/4, Military Personnel Support Division Manages TRADOC's individual mobilization augmentee and drilling individual mobilization augmentee programs and provides policy and guidance to TRADOC CFLs, COEs, and subordinate organizations.

b. The safety director of a TRADOC subordinate command, center of excellence, school, and activity with an individual mobilization mission will-

(1) Oversee and monitor individual mobilization safety and occupational health programs in accordance with this regulation.

(2) Serve as principal advisor to the SC and TRADOC staff on all safety and occupational health issues pertaining to the execution of individual mobilization hazards.

(3) Coordinate directly with higher HQ, IMCOM, other Army commands, as necessary.

c. Safety standards will include individual mobilization training risk assessments, operational deployment areas of consideration, pre and post mobilization health/risk assessment screening, and reintegration risk assessments.

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Appendix A
References
Unless otherwise indicated, TRADOC publications and forms are available on the TRADOC Administrative Publications website at https://adminpubs.tradoc.army.mil/. DA publications and forms are available on the Army Publishing Directorate website at https://armypubs.army.mil/. DOD issuances and forms are available on the Executive Services Division website at https://www.esd.whs.mil/DD/.

Section I
Required Publications

AR 50-6
Chemical Surety

AR 56-9
Army Intratheater Watercraft Systems

AR 75-1
Malfunctions Involving Ammunition and Explosives

AR 95-1
Flight Regulations

AR 95-20
Contractor's Flight and Ground Operations

AR 190-11
Physical Security of Arms, Ammunition and Explosives

AR 350-1
Army Training and Leader Development

AR 350-19
The Army Sustainable Range Program

AR 385-10
The Army Safety and Occupational Health Program

AR 385-63
Range Safety

AR 600-20
Army Command Policy

AR 600-55
The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing)

AR 690-950
Career Program Management

Army SOH Poster (An electronic copy that may be tailored for individual command use is available at https://www.osha.gov/publications/fedposter).

ATP 5-19
Risk Management

ATP 7–22.01
Holistic Health and Fitness Testing

DA Pam 25-403
Army Guide to Recordkeeping

DA Pam 385-10
Army Safety and Occupational Health Program Procedures

DA Pam 385-16
System Safety Management Guide

DA Pam 385-30
Risk Management

DA Pam 385-40
Army Mishap Investigations and Reporting

DA Pam 385-61
Chemical Agent Safety Standards

DA Pam 385-63
Range Safety

DA Pam 385-64
Ammunition and Explosives Safety Standards

DESR 6055.09
The Defense Explosives Safety Regulation

DODD 6055.09E
Explosives Safety Management (ESM)

DODI 6050.05
DOD Hazard Communication (HAZCOM) Program (Available at https://www.esd.whs.mil/Directives/issuances/dodi)

DODI 6055.04
DoD Motor Vehicle and Traffic Safety (Available at https://www.esd.whs.mil/Directives/issuances/dodi)

DODI 6055.07
Mishap Notification, Investigation, Reporting, and Record Keeping

DODM 4145.26
DOD Contractors Safety Manual for Ammunition and Explosives

FM 7-22
Holistic Health and Fitness

TC 350-70-1
Medical Support to Training

TR 1-8
U.S. Army Training and Doctrine Command Operations Reporting

TR 350-6
Enlisted Initial Entry Training Policies and Administration

TR 350-29
Prevention of Heat and Cold Casualties

TR 350-70
Army Learning Policy and Systems

TP 385-1
TRADOC Model Safety and Occupational Health Program and Self-Assessment Guide

Section II
Related Publications
A related publication is a source of additional information. The user does not have to read a related reference to understand this publication.

10 CFR 19
Notices, Instructions, and Reports to Workers: Inspection and Investigations

10 CFR 20
Standards for Protection Against Radiation

29 CFR 1904
Recordkeeping and Reporting Occupational Injuries and Illnesses

29 CFR 1960
Basic Program Elements for Federal Employee Occupational Safety and Health Programs and Related Matters

29 CFR 1910.1200
Hazard Communication (Toxic and Hazardous Substances)

29 CFR 1926.59
Hazard Communication (Occupational Health and Environmental Controls)

29 USC 651-678
Occupational Safety and Health Act of 1970, as amended

ADP 3-0
Operations

AR 5-22
The Army Force Modernization Proponent System

AR 15-6
Procedures for Administrative Investigations and Boards of Officers

AR 25-400-2
Army Records Management Program

AR 40-5
Army Public Health Program

AR 40-10
Health Hazard Assessment Program in Support of the Army Acquisition Process

DODI 6055.01
DOD Safety and Occupational Health (SOH) Program

National Fire Protection Association Standard 70E (available at https://www.nfpa.org/For-Professionals/Codes-and-Standards)

TB Med 507
Heat Stress Control and Heat Casualty Management

TB Med 508
Prevention and Management of Cold-Weather Injuries

TR Pam 600-22
Leader's Guide for Risk Reduction and Suicide Prevention

TR 350-8
Ammunition

Section III
Prescribed Forms
This section contains no entries.

Section IV
Referenced Forms

DA Form 1119-1
Certificate of Achievement in Safety

DA Form 2028
Recommended Changes to Publications and Blank Forms

DA Forms 2696
Operational Hazard Report

DA Forms 4755
Employee Report of Alleged Unsafe or Unhealthful Working Conditions

DA Form 7305
Worksheet for Telephonic Notification of Aviation Accident/Incident

DD Form 2977
Deliberate Risk Assessment Worksheet

NRC Form 3
Notice to Employees (available on the US Nuclear Regulatory Commission Homepage at www.nrc.gov/reading-rm/doc-collections/forms/)

NRC Form 241
Report of Proposed Activities in Non-Agreement States (www.nrc.gov/reading-rm/doc-collections/forms/)

OSHA Form 300
Log of Work-Related Injuries and Illnesses (available at https://www.osha.gov/recordkeeping/forms)

OSHA Form 300-A
Summary of Work-Related Injuries and Illnesses (https://www.osha.gov/recordkeeping/forms)

OSHA Form 3165
Job Safety and Health Poster (https://www.osha.gov/publications/poster)

Standard Form 91
Motor Vehicle Accident (Crash) Report (available at https://www.gsa.gov/forms)

Appendix B
TRADOC Unit Safety Officer

B-1. Policy

a. The use of Unit Safety Officers (USO) when no full-time safety officer (safety professional or ASO) assigned, is mandated to increase the overall scope of the safety program providing commanders and supervisors at all levels with an organic safety resource to assist in the oversight of their safety program.

b. USOs are limited in the type of safety support they can provide and augment, they cannot replace the trained safety professional.

c. The additional duties, responsibilities and special projects assigned and completed by the USO shall be included on the OER/NCOER or DOD Performance Management and Appraisal Program.

B-2. TRADOC USO duties and responsibilities

a. Assist the commander in meeting safety program responsibilities.

(1) Implement, sustain, and enforce the Army Safety Program and TRADOC Safety and Occupational Health Program in accordance with AR 385-10, this regulation, and the local safety guidance. Manage the unit safety program for the commander ensuring safety standards, procedures, and RM process is integrated into all operations.

(2) Ensure the commander's directives for managing and controlling risk are provided to the appropriate people for implementation.

(3) Follow up to ensure risk controls are implemented and achieve the desired result.

b. Complete USO duties and responsibilities as outlined in AR 385-10.

c. Provide information to commanders and supervisors on safety-related issues.

d. Track, investigate, and document all mishaps involving injury or damage. Report and investigate as required by AR 385-10 and Chapter 2 of this regulation.

e. Coordinate to track safety, health, and fire prevention related work orders with the safety office and facilities manager, with focus on assigned and validated risk assessment codes.

f. Establish and maintain an organization safety and occupational health bulletin board in an area where it will be seen by personnel on a regular basis, for posting required, useful, and interesting safety awareness and mishap prevention information.

g. Maintain a basic safety publications library consisting of appropriate safety, occupational health, and fire prevention regulations, directives, and SOPs. At a minimum, USOs will maintain or have access to AR 385-10, this regulation, and associated applicable DA Pamphlets, local safety guidance, as well as local fire prevention regulations and SOPs.

B-3. Relationship between USOs and safety offices

a. USOs will act as their respective commander's/director's representative in formal safety actions such as surveys, investigations, and safety and occupational health meetings/activities.

b. The USO is the POC for safety-related inspections, surveys, audits, and assistance visits.

c. Responses to subsequent findings will be executed and coordinated by the USO.

d. The safety office will provide or offer assistance with prevention program materials/information, standards interpretation, guidance, and training.

e. The USO will submit reports, respond to assigned taskers and information requests from the safety office and higher headquarters, and provide regular status updates (as requested).

B-4. USO Training

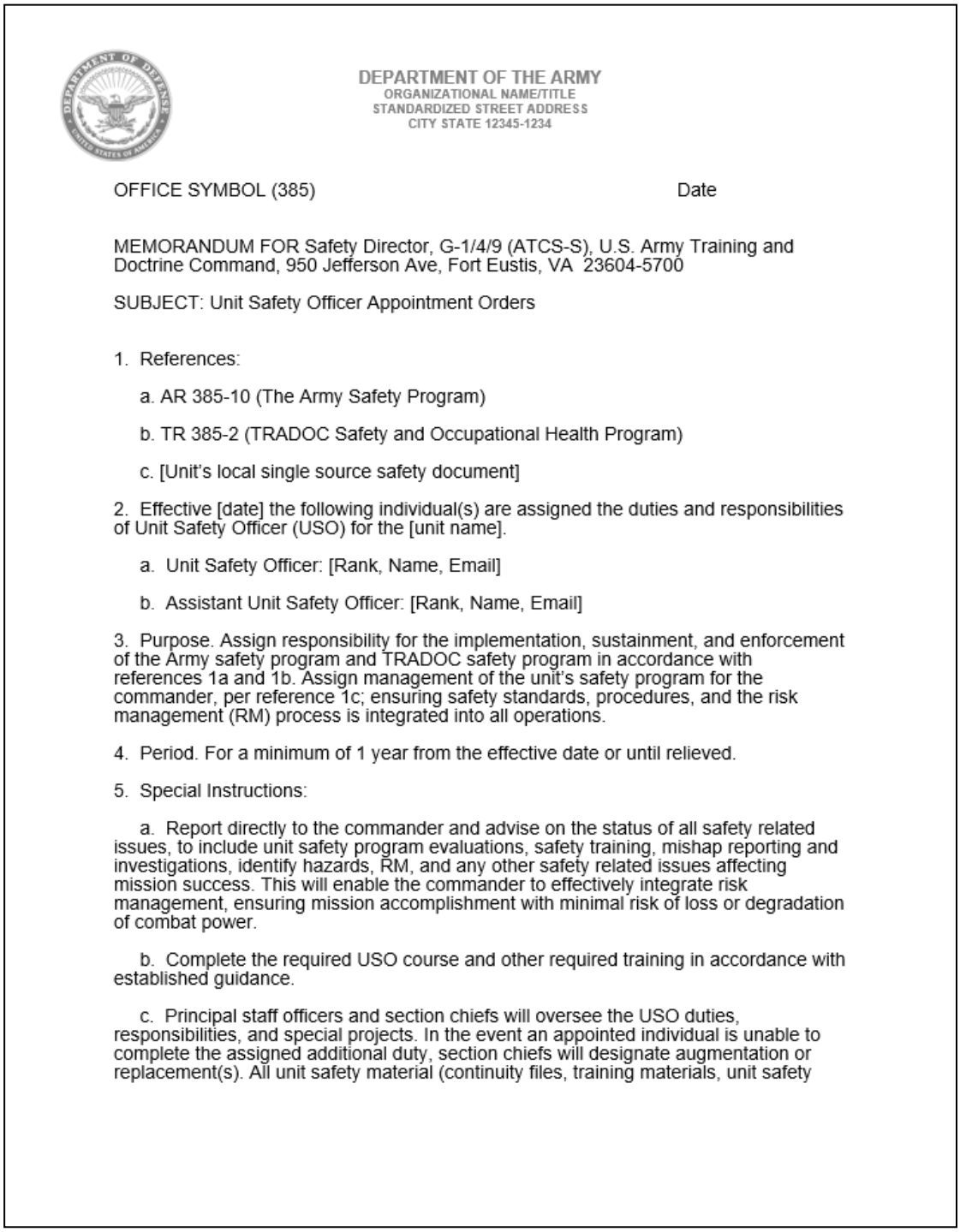
a. USOs will complete the online Unit Safety Officer Course (2G-F95_DL) within 30 days of appointment. The course is hosted on the USACRC online training management system. Additional local training for USOs is highly encouraged.

b. USOs who hold a Professional Certificate in Safety and Occupational Health or have written record that they have been trained and certified by a safety professional on the conduct of workplace inspections and have record that they have accompanied a safety professional during a workplace inspection within the last 12 months, may conduct SASOHIs within their organization’s workplaces designated as low risk.

B-5. Documentation/recordkeeping

a. Records of all personnel with safety and occupational health-related duties attending USO courses will be maintained on file at the respective safety office and at the USO’s organization in accordance with AR 25-400-2 and this regulation. Where conflicts exist, the most stringent shall apply.

b. Selection and assignment criteria for USOs will be in accordance with AR 385-10. See figure B-1 for an example of USO appointment orders.



DEPARTMENT OF THE ARMY
ORGANIZATIONAL NAME/TITLE
STANDARDIZED STREET ADDRESS
CITY STATE 12345-1234

OFFICE SYMBOL (385) Date

MEMORANDUM FOR Safety Director, G-1/4/9 (ATCS-S), U.S. Army Training and Doctrine Command, 950 Jefferson Ave, Fort Eustis, VA 23604-5700

SUBJECT: Unit Safety Officer Appointment Orders

1. References:

a. AR 385-10 (The Army Safety Program)

b. TR 385-2 (TRADOC Safety and Occupational Health Program)

c. [Unit's local single source safety document]

2. Effective [date] the following individual(s) are assigned the duties and responsibilities of Unit Safety Officer (USO) for the [unit name].

a. Unit Safety Officer: [Rank, Name, Email]

b. Assistant Unit Safety Officer: [Rank, Name, Email]

3. Purpose. Assign responsibility for the implementation, sustainment, and enforcement of the Army safety program and TRADOC safety program in accordance with references 1a and 1b. Assign management of the unit's safety program for the commander, per reference 1c; ensuring safety standards, procedures, and the risk management (RM) process is integrated into all operations.

4. Period. For a minimum of 1 year from the effective date or until relieved.

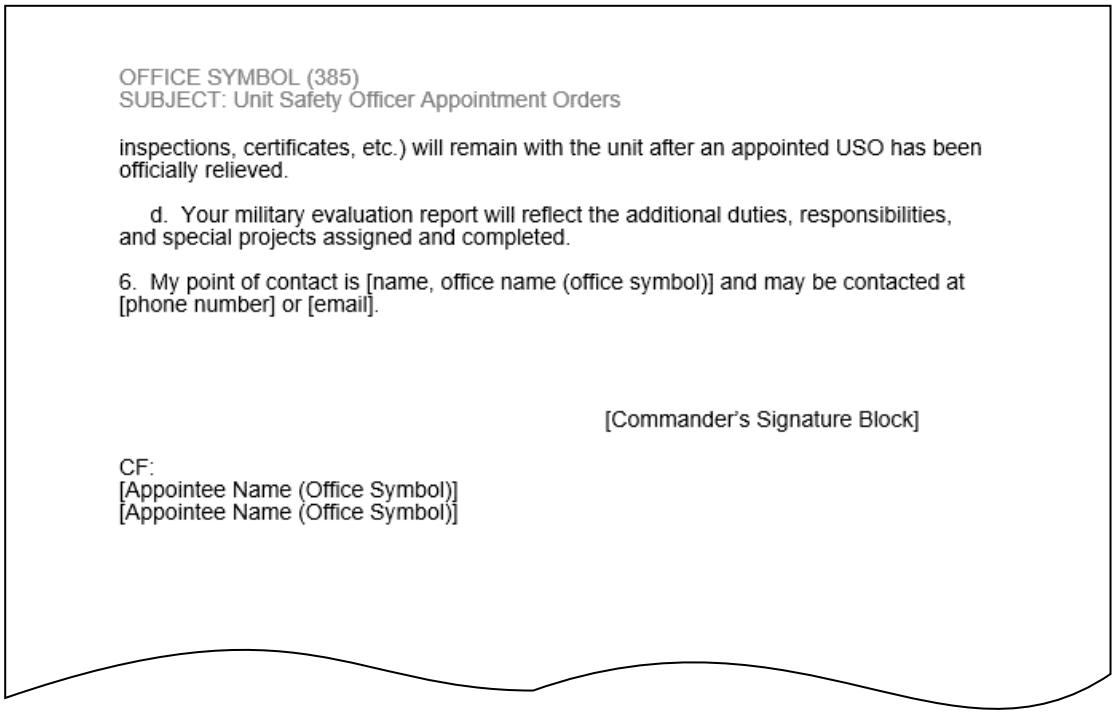
5. Special Instructions:

a. Report directly to the commander and advise on the status of all safety related issues, to include unit safety program evaluations, safety training, mishap reporting and investigations, identify hazards, RM, and any other safety related issues affecting mission success. This will enable the commander to effectively integrate risk management, ensuring mission accomplishment with minimal risk of loss or degradation of combat power.

b. Complete the required USO course and other required training in accordance with established guidance.

c. Principal staff officers and section chiefs will oversee the USO duties, responsibilities, and special projects. In the event an appointed individual is unable to complete the assigned additional duty, section chiefs will designate augmentation or replacement(s). All unit safety material (continuity files, training materials, unit safety

Figure B-1. Example Unit Safety Officer appointment letter



OFFICE SYMBOL (385)
SUBJECT: Unit Safety Officer Appointment Orders

inspections, certificates, etc.) will remain with the unit after an appointed USO has been officially relieved.

d. Your military evaluation report will reflect the additional duties, responsibilities, and special projects assigned and completed.

6. My point of contact is [name, office name (office symbol)] and may be contacted at [phone number] or [email].

[Commander's Signature Block]

CF:
[Appointee Name (Office Symbol)]
[Appointee Name (Office Symbol)]

Figure B-1. Example Unit Safety Officer appointment letter – continued

Appendix C
Notification of DoD Explosives Safety Board for Explosives and Chemical Agent Mishaps

C-1. Command responsibility
Commanders/commandants of TRADOC CFLs, COEs, and subordinate organizations with an explosives or chemical agent mission will-

a. Ensure explosives and chemical agent mishaps are investigated in accordance with requirements in AR 385-10 and DA Pam 385-40 and reported to the USACRC within appropriate time requirements. Forward two copies of explosives and chemical agent mishap investigation reports to the USACRC at Building 4905, Ruf Ave., Fort Novosel, AL 36362-5363 with a memorandum requesting one copy be forwarded to the Office of the DASAF at The Army Safety Office, 9351 Hall Road, Bldg. 1456, Fort Belvoir, VA 22060-5860, and one copy be forwarded to the DOD Explosives Safety Board at 4800 Mark Center Drive, Alexandria, VA 22350-3606

b. Ensure explosive mishap notification is made in accordance with AR 385-10, DA Pam 385-40, and DA Pam 385-64. Ensure chemical agent mishap notification is conducted in accordance with AR-385-10, DA Pam 385-40, and the chemical event reporting requirements of AR 50-6.

c. Ensure an explosives mishap follow-up report is made to the U.S. Army Technical Center for Explosives Safety within 2 workdays of the initial notification. Ensure a chemical agent mishaps follow-up report is made to the Office of the DASAF within 2 workdays of initial notification.

C-2. U.S. Army Combat Readiness Center responsibility
The USACRC, as the repository for mishap reports, is responsible for forwarding one copy of explosives and chemical agent mishap investigation reports to the Office of the DASAF.

C-3. Requirements for notification

a. An initial telephonic report to the Office of the DASAF and to the U.S. Army Technical Center for Explosives Safety is required for explosives and/or chemical agent mishaps resulting in one or more of the following:

(1) DOD military, civilian, or contractor fatality.

(2) $200,000 or more property damage.

(3) Production loss of 72 hours or more.

(4) Loss of major weapons system (such as, tank, aircraft, ship, or large missile).

(5) Probable public interest such as network media coverage.

b. A message to the Office of the DASAF and to the U.S. Army Technical Center for Explosives Safety is required for explosives and chemical mishaps resulting in one or more of the following:

(1) $10,000 or more property damage.

(2) Production interruption exceeding 24 hours.

(3) Individuals exhibiting physiological symptoms of agent exposure.

(4) An unintentional or uncontrolled release of a chemical agent where the agent quantity released to the atmosphere is such that a serious potential for exposure is created by exceeding the applicable maximum allowable agent concentration levels for exposure of unprotected workers or the general population.

c. Telephonic and electronically transmitted reports shall be provided as soon as possible to the agencies shown in paragraph C-1a of this regulation and TRADOC Emergency Operations Center at DSN 501-5096 or (757) 501-5096. This report shall include as much of the following data as may be immediately available.

(1) Name and location of reporting activity.

(2) Name, title, and telephone number of person reporting and POC at scene of the mishap.

(3) Location of the mishap (activity, city, building number or designation, road names, or similar information).

(4) Item nomenclature, mark, model, federal supply code, federal item identification number, DOD activity code, or naval ammunition logistics code.

(5) Quantity involved (number of items and net explosive weight).

(6) Day, date, and local time of initial significant event and when discovered.

(7) Description of significant events (include type of operation involved).

(8) Number of fatalities (military, DOD civilian, or other civilian) and names of individuals injured.

(9) Description and cost of material damage (government or nongovernment).

(10) Cause.

(11) Action planned or taken (corrective, investigative, or EOD assistance).

(12) Effect on production, operation, mission, or other activity.

(13) Details of any remaining chemical agent hazard or contamination, if applicable.

(14) Are any news media aware? (yes or no)

C-4. Follow-up reports

Follow-up reports shall be submitted to the DOD Explosives Safety Board via priority/ precedence, electronically transmitted message within 2 working days after notification of an occurrence has been received and shall contain any additional information on the data elements contained in paragraph C-5c, below.

C-5. Investigation reports

a. An investigation report shall be submitted to the USACRC as soon as the investigating board has obtained release from the DOD component concerned for all explosives and chemical mishaps meeting the criteria listed above. Mishaps occurring during the transportation of ammunition, explosives, and chemical agents by commercial carriers are excluded from this requirement unless so directed by contract.

b. The following mishaps, although not required to be reported, shall be reported whenever the information to be obtained can contribute to the development or verification of safety procedures or standards:

(1) An unplanned explosion, fire, or functioning of ammunition and explosives that does not meet the requirements of paragraphs C-3a or C-3b above for mandatory reporting, when in the opinion of the investigating officer, it produces data that may be of permanent value in evaluating explosives or chemical agent safety.

(2) A mishap relating to the employment of ammunition, explosives, or chemical agents during combat.

(3) Accidental and deliberately inflicted gunshot wounds from small arms handling, test firing operations, and similar incidents that result from personnel error, inadequate training, or malfeasance.

c. The following information, as applicable, shall be included in investigation reports.

(1) Event circumstances.

(a) Location, date, and local time.

(b) Type of operation or transportation mode engaged in at time of the mishap (include reference to applicable SOP or regulatory document).

(c) Description of mishap.

(d) Quantity, type, lot number, configuration, and packaging of ammunition, explosives, or chemical agent involved in the mishap.

(e) Type of reaction(s): single reaction (such as detonation, deflagration, fire, release, or activation); multiple reactions (such as detonation and fire); communication of reactions, (fire-caused fire, fire-caused detonation, or detonation-caused detonation), and the time between events.

(f) Possible or known causes.

(2) Event effects. A copy of aerial and ground photographs taken of the mishap site. When appropriate, include photographs (color whenever possible), maps, charts, and overlays, showing or listing the following:

(a) Number of individuals killed or injured. Indicate cause of fatalities and injuries and location of affected persons with respect to the mishap origin.

(b) Property damage at the mishap origin.

(c) Area containing property with more than 75 percent destruction.

(d) Area containing property damage beyond economical repair (50 to 74 percent).

(e) Area containing repairable property damage (1 to 49 percent). Indicate event origin and a description of the damage and its cause.

(f) Radii of uniform and of irregular glass breakage (when possible, include type and dimensions of glass broken at farthest point).

(g) Locations and dimensions of craters.

(h) Distances from the mishap origin at which direct propagation occurred and whether from blast, fragments, or firebrands.

(i) Approximate number, size, and location of hazardous fragments and debris.

(3) Factors contributing to or limiting event effects. When appropriate, describe the influence of the following factors on the mishap.

(a) Environmental and meteorological (such as cloud cover, wind direction and velocity, temperature, relative humidity, electromagnetic radiation, and electrostatic buildup and discharge).

(b) Topography (such as hills, forests, lakes).

(c) Structural features at the mishap origin (such as exterior and interior walls and bulkheads, roofs and overheads, doors and hatches, cells or magazines, earth cover, and barricades).

(d) Safety features, other than structural, at the mishap origin (such as remote controls, sprinklers or deluge systems, detectors, alarms, blast traps, and suppressive shielding).

(e) Structures. Position, orientation, and type of construction of all structures, damaged or not, located within the maximum radius of damage. When the inter-magazine, intra-line, or inhabited building distances are greater than the radius of actual damage, show the location, orientation, and type construction of all structures situated within the QD radii.

(f) Vessels, vehicles, and mobile equipment. Location within maximum radius of damage, or if the QD requirements are greater, location within the K-factor of K9, K18, K24, and K30 QD radii.

(g) Personnel. Location within maximum radius of damage, or if the QD requirements are greater, location within the K-factor of K9, K18, K40, and K50 QD radii.

(h) Explosives, amounts, and chemical agent. Location, type, configuration, amounts, and protection provided within maximum radius of damage, or if the QD requirements are greater, location within the applicable magazine and intra-line radii.

(4) Analyses, conclusions, and recommendations.

(5) For chemical agent mishaps, include the following:

(a) The safety training those personnel received applicable to duty being performed at the time of the mishap.

(b) The availability, type, and use of protective equipment.

(c) A description of the emergency measures taken or performed by individuals at the scene of the mishap.

(d) A summary of applicable medical data.

(e) A sketch showing locations where disabling injuries occurred and indicating the distance and direction from the agent source.

(f) The facility filter types and the facility ventilation and air turnover rates.

(g) The rate and manner of agent releases and any data used to determine the downwind hazard.

(h) The status and disposition of chemical agent remaining at the mishap.

(i) The details of any remaining chemical agent hazard and contamination, if applicable.

Appendix D
Fatality After Mishap Review

D-1. Preparing fatality after mishap review (FAMR) slides
When preparing FAMR slides, include all the following information. See table D-1 for format.

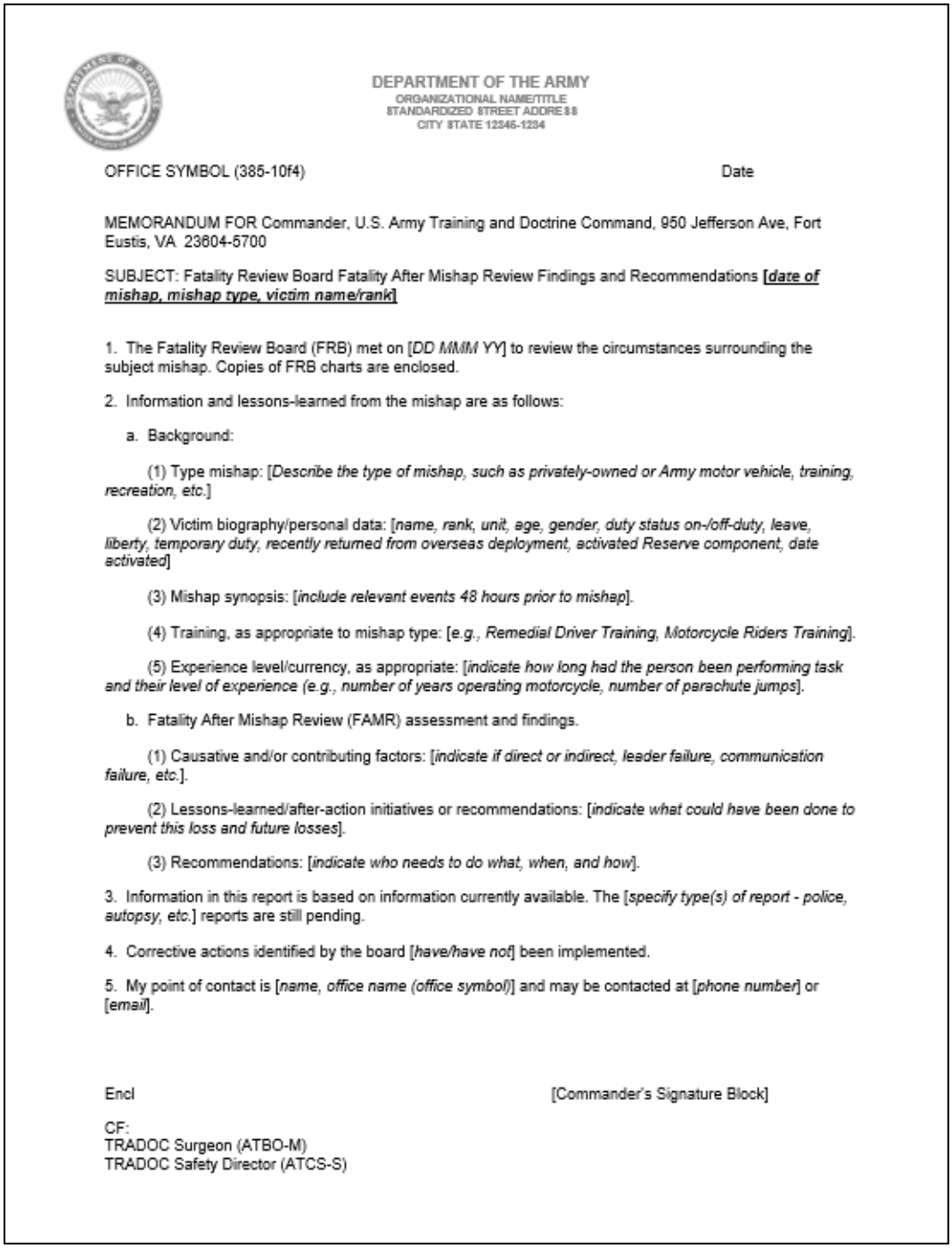
Table D-1.
Preparing FAMR slides

Slide Title	Information contained on each slide:
FAMR	- Unit name - Soldier's Name(s) - Date of FAMR
FAMR Agenda	- Biography and personal data - 48-hour sequence of events - Mishap synopsis - Causative/contributing factors - Risk assessment/management plans - Assessment of unit's safety program - Corrective actions and recommendations - Unit after mishap initiatives
Biography/Personal Data Name(s)	- Gender, age, rank, military occupational specialty, duty status, and length of time in unit - Special training assignments - Experience/training in activity performed at time of mishap (for example, driver training, motorcycle training, parachute jump, etc.) - Performance indicators (counseling statements, bad checks, Common Task Testing scores, Army Substance Abuse Program files, health risk assessment, etc.) - Most recent/next scheduled permanent change of station, training event, deployment - Recent medical or mental health issues - Changes of command in unit - Activated date of reserve component personnel
48-Hour Sequence of Events	- 48-hour sequence of events From 48-hours prior to time of mishap (N) • N-48 hours: • N-XX hours: • N-XX hours: • N-XX hours: • N-XX hours: • N-hour: - Identify any training event being conducted at the time of the mishap - List significant occurrences in life of the deceased individual in last 48 hours leading up to minutes/seconds before mishap

Table D-1. Preparing FAMR slides - Continued

Slide Title	Information contained on each slide:
Mishap Synopsis	- Date: yyyy/mm/dd Time: 0000 hours - Location (show map/sketch of mishap location) - Environmental conditions (day/night, etc.) - Other official civilian agency mishap reports, if available (contact Law Enforcement Command or office of the Staff Judge Advocate for assistance in obtaining reports) - Witness statements - Extent/type of injuries sustained - Photos of mishap scene, if possible, and photos of vehicle(s)/equipment involved in mishap - Action of victim/others and sequence of events of mishap - Emergency response (time to respond, who responded, where victim was taken, time/place of death, etc.) - Time and sequence of unit/unit commander/staff duty officer/safety office notification
Causative/Contributing Factors	- Physical description of equipment/vehicle (include inspection documentation, vehicle/equipment service records, etc., if available) - Use and type of safety equipment (seatbelt, antilock brakes, helmet, gloves, goggles, etc.) - Vehicle/equipment failures/malfunctions (provide photos, documentation of failed/malfunctioned parts, etc. - Condition of Soldier (blood alcohol content, fatigue, etc.) - Explain who performed incorrectly and how activity was performed incorrectly. Identify/describe any leadership failure
Unit's Safety Program Assessment	- Official/training holiday safety briefs and other unit safety briefings - Vehicle or equipment inspections - Leave policy - Awards program - Unit safety awareness profile (trained safety officer/ NCO, posters, NCO wallet cards, safety days, risk management training/implementation, etc.)
Unit After Mishap Initiatives	- Explain how unit used lessons learned from this mishap to brief unit members - New safety programs or countermeasure initiated since mishap - Medical interventions (critical incident stress debriefings, individual counseling, etc.) - Describe actions taken, planned, or recommended to eliminate the cause(s) of this mishap (from unit level to HQDA) - Address the "metrics of failure" which consists of the following categories: complacency, overconfidence, indiscipline, unsupervised, and untrained.

D-2. Preparing Fatality Review Board FAMR findings and recommendations
See Figure D-1 for an example memorandum format for submitting FRB FAMR findings and recommendations to TRADOC.



DEPARTMENT OF THE ARMY
ORGANIZATIONAL NAME/TITLE
STANDARDIZED STREET ADDRESS
CITY STATE 12345-1234

OFFICE SYMBOL (385-10f4) Date

MEMORANDUM FOR Commander, U.S. Army Training and Doctrine Command, 950 Jefferson Ave, Fort Eustis, VA 23604-5700

SUBJECT: Fatality Review Board Fatality After Mishap Review Findings and Recommendations [*date of mishap, mishap type, victim name/rank*]

1. The Fatality Review Board (FRB) met on [*DD MMM YY*] to review the circumstances surrounding the subject mishap. Copies of FRB charts are enclosed.

2. Information and lessons-learned from the mishap are as follows:

a. Background:

(1) Type mishap: [*Describe the type of mishap, such as privately-owned or Army motor vehicle, training, recreation, etc.*]

(2) Victim biography/personal data: [*name, rank, unit, age, gender, duty status on-/off-duty, leave, liberty, temporary duty, recently returned from overseas deployment, activated Reserve component, date activated*]

(3) Mishap synopsis: [*include relevant events 48 hours prior to mishap*].

(4) Training, as appropriate to mishap type: [*e.g., Remedial Driver Training, Motorcycle Riders Training*].

(5) Experience level/currency, as appropriate: [*indicate how long had the person been performing task and their level of experience (e.g., number of years operating motorcycle, number of parachute jumps*].

b. Fatality After Mishap Review (FAMR) assessment and findings.

(1) Causative and/or contributing factors: [*indicate if direct or indirect, leader failure, communication failure, etc.*].

(2) Lessons-learned/after-action initiatives or recommendations: [*indicate what could have been done to prevent this loss and future losses*].

(3) Recommendations: [*indicate who needs to do what, when, and how*].

3. Information in this report is based on information currently available. The [*specify type(s) of report - police, autopsy, etc.*] reports are still pending.

4. Corrective actions identified by the board [*have/have not*] been implemented.

5. My point of contact is [*name, office name (office symbol)*] and may be contacted at [*phone number*] or [*email*].

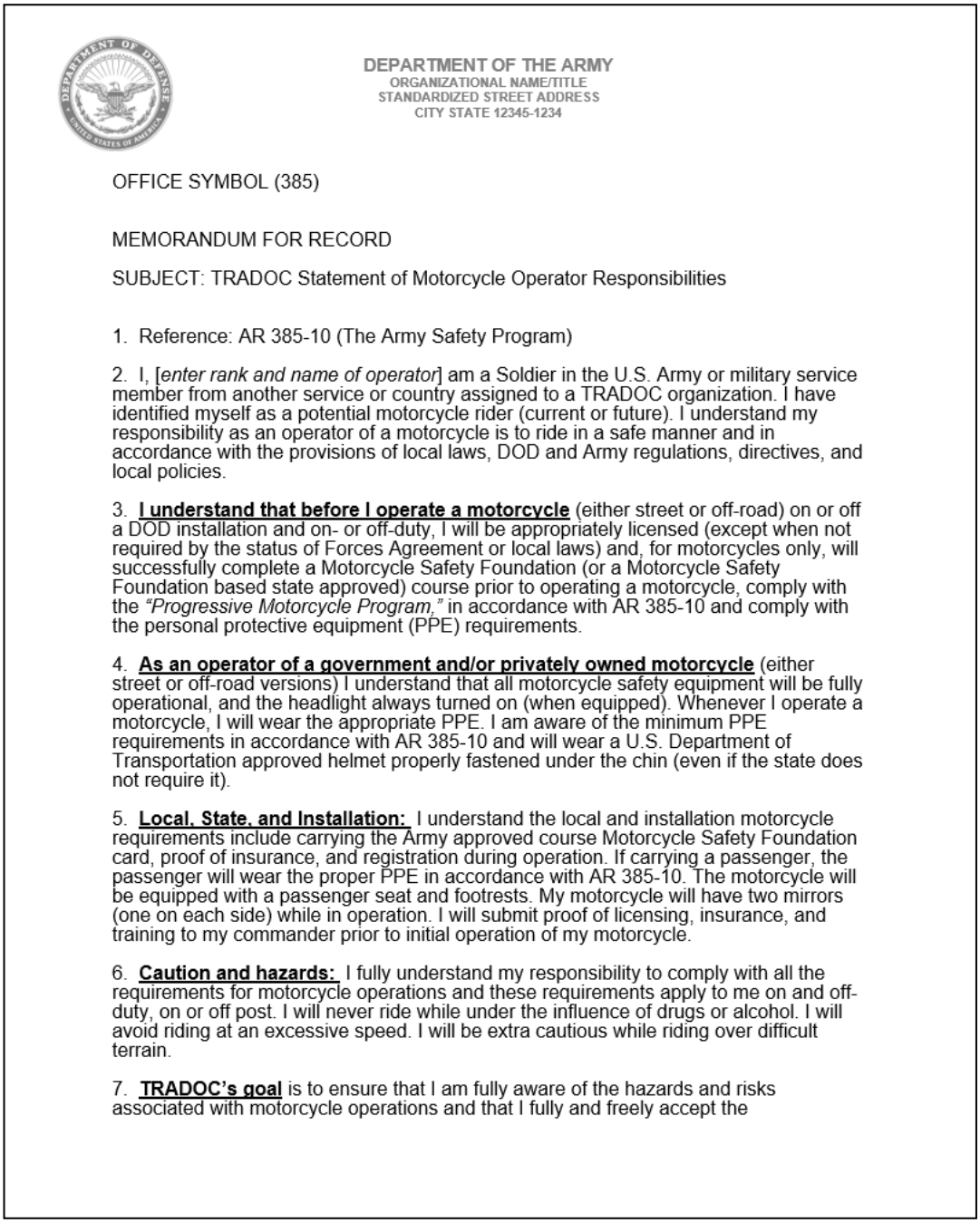
Encl [Commander's Signature Block]

CF:
TRADOC Surgeon (ATBO-M)
TRADOC Safety Director (ATCS-S)

Figure D-1. Example FRB FAMR findings and recommendations memo

Appendix E
TRADOC Statement of Motorcycle Operator Responsibilities

See figure E-1 for an example memorandum for record, acknowledging motorcycle operator responsibilities. This memorandum format is electronically available on the TRADOC Safety Office website, https://www.tradoc.army.mil/safety/ (see under Safety Policies and Regulations).



DEPARTMENT OF THE ARMY
ORGANIZATIONAL NAME/TITLE
STANDARDIZED STREET ADDRESS
CITY STATE 12345-1234

OFFICE SYMBOL (385)

MEMORANDUM FOR RECORD

SUBJECT: TRADOC Statement of Motorcycle Operator Responsibilities

1. Reference: AR 385-10 (The Army Safety Program)

2. I, [*enter rank and name of operator*] am a Soldier in the U.S. Army or military service member from another service or country assigned to a TRADOC organization. I have identified myself as a potential motorcycle rider (current or future). I understand my responsibility as an operator of a motorcycle is to ride in a safe manner and in accordance with the provisions of local laws, DOD and Army regulations, directives, and local policies.

3. **I understand that before I operate a motorcycle** (either street or off-road) on or off a DOD installation and on- or off-duty, I will be appropriately licensed (except when not required by the status of Forces Agreement or local laws) and, for motorcycles only, will successfully complete a Motorcycle Safety Foundation (or a Motorcycle Safety Foundation based state approved) course prior to operating a motorcycle, comply with the *"Progressive Motorcycle Program,"* in accordance with AR 385-10 and comply with the personal protective equipment (PPE) requirements.

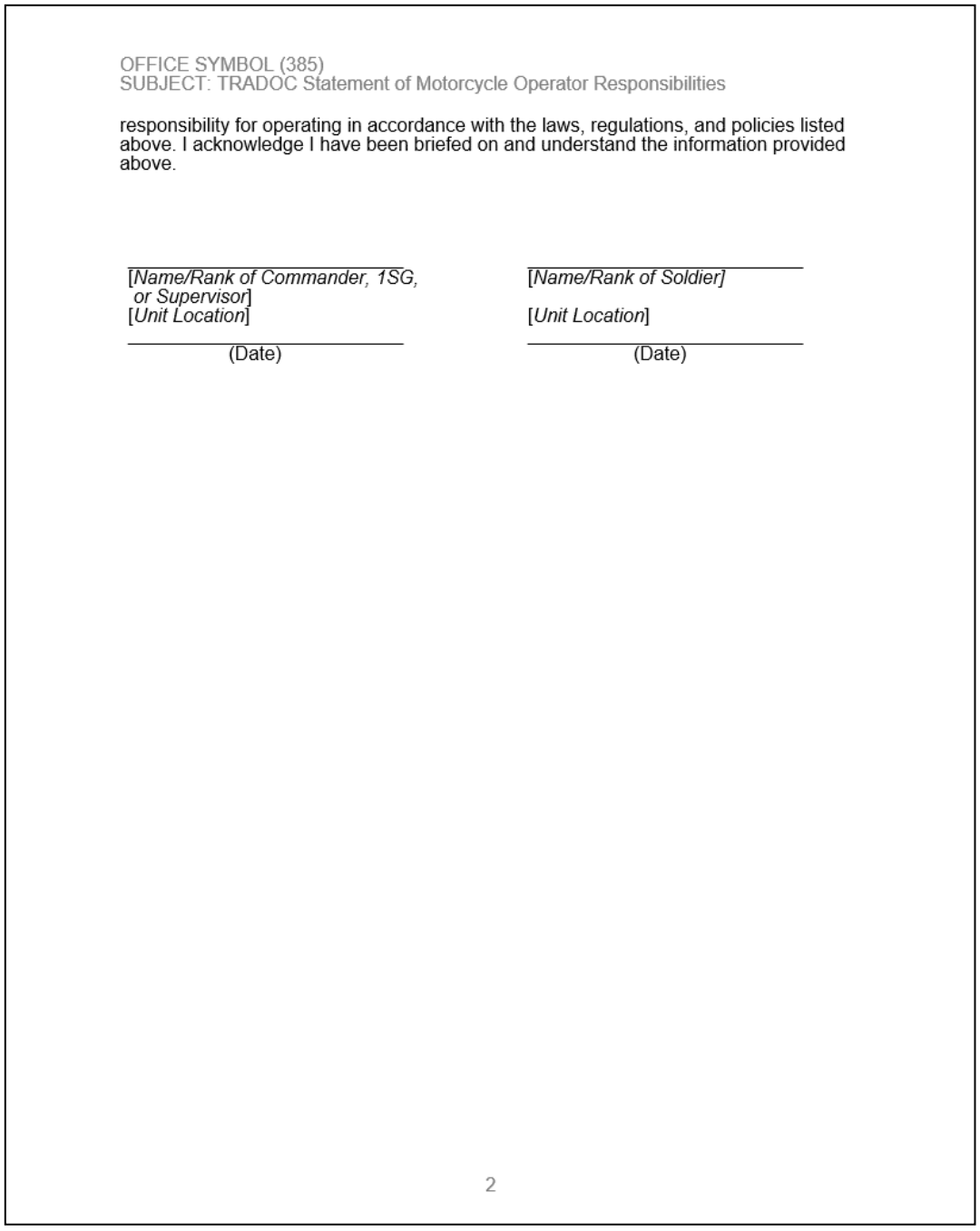
4. **As an operator of a government and/or privately owned motorcycle** (either street or off-road versions) I understand that all motorcycle safety equipment will be fully operational, and the headlight always turned on (when equipped). Whenever I operate a motorcycle, I will wear the appropriate PPE. I am aware of the minimum PPE requirements in accordance with AR 385-10 and will wear a U.S. Department of Transportation approved helmet properly fastened under the chin (even if the state does not require it).

5. **Local, State, and Installation:** I understand the local and installation motorcycle requirements include carrying the Army approved course Motorcycle Safety Foundation card, proof of insurance, and registration during operation. If carrying a passenger, the passenger will wear the proper PPE in accordance with AR 385-10. The motorcycle will be equipped with a passenger seat and footrests. My motorcycle will have two mirrors (one on each side) while in operation. I will submit proof of licensing, insurance, and training to my commander prior to initial operation of my motorcycle.

6. **Caution and hazards:** I fully understand my responsibility to comply with all the requirements for motorcycle operations and these requirements apply to me on and off-duty, on or off post. I will never ride while under the influence of drugs or alcohol. I will avoid riding at an excessive speed. I will be extra cautious while riding over difficult terrain.

7. **TRADOC's goal** is to ensure that I am fully aware of the hazards and risks associated with motorcycle operations and that I fully and freely accept the

Figure E-1. Statement for motorcycle operator responsibilities (Soldiers)



OFFICE SYMBOL (385)
SUBJECT: TRADOC Statement of Motorcycle Operator Responsibilities

responsibility for operating in accordance with the laws, regulations, and policies listed above. I acknowledge I have been briefed on and understand the information provided above.

[*Name/Rank of Commander, 1SG, or Supervisor*]
[*Unit Location*]
(Date)

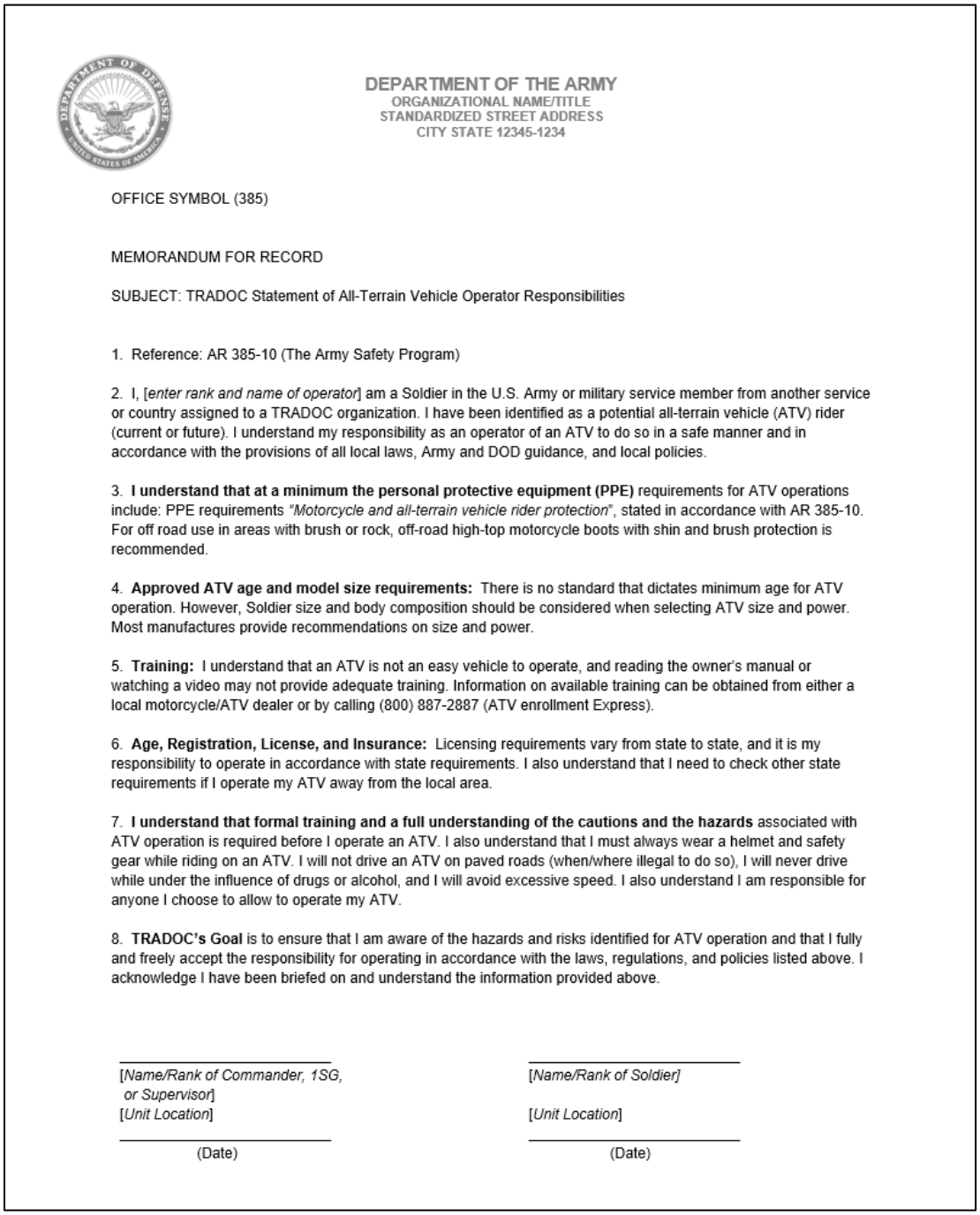
[*Name/Rank of Soldier*]
[*Unit Location*]
(Date)

2

Figure E-1. Statement for motorcycle operator responsibilities (Soldiers) - Continued

Appendix F
TRADOC Statement of All-Terrain Vehicle Operator Responsibilities

See figure F-1 for an example memorandum for record, acknowledging ATV operator responsibilities. This memorandum format is electronically available on the TRADOC Safety Office website, https://www.tradoc.army.mil/safety/ (see under Safety Policies and Regulations).



DEPARTMENT OF THE ARMY
ORGANIZATIONAL NAME/TITLE
STANDARDIZED STREET ADDRESS
CITY STATE 12345-1234

OFFICE SYMBOL (385)

MEMORANDUM FOR RECORD

SUBJECT: TRADOC Statement of All-Terrain Vehicle Operator Responsibilities

1. Reference: AR 385-10 (The Army Safety Program)

2. I, [*enter rank and name of operator*] am a Soldier in the U.S. Army or military service member from another service or country assigned to a TRADOC organization. I have been identified as a potential all-terrain vehicle (ATV) rider (current or future). I understand my responsibility as an operator of an ATV to do so in a safe manner and in accordance with the provisions of all local laws, Army and DOD guidance, and local policies.

3. **I understand that at a minimum the personal protective equipment (PPE)** requirements for ATV operations include: PPE requirements "*Motorcycle and all-terrain vehicle rider protection*", stated in accordance with AR 385-10. For off road use in areas with brush or rock, off-road high-top motorcycle boots with shin and brush protection is recommended.

4. **Approved ATV age and model size requirements:** There is no standard that dictates minimum age for ATV operation. However, Soldier size and body composition should be considered when selecting ATV size and power. Most manufactures provide recommendations on size and power.

5. **Training:** I understand that an ATV is not an easy vehicle to operate, and reading the owner's manual or watching a video may not provide adequate training. Information on available training can be obtained from either a local motorcycle/ATV dealer or by calling (800) 887-2887 (ATV enrollment Express).

6. **Age, Registration, License, and Insurance:** Licensing requirements vary from state to state, and it is my responsibility to operate in accordance with state requirements. I also understand that I need to check other state requirements if I operate my ATV away from the local area.

7. **I understand that formal training and a full understanding of the cautions and the hazards** associated with ATV operation is required before I operate an ATV. I also understand that I must always wear a helmet and safety gear while riding on an ATV. I will not drive an ATV on paved roads (when/where illegal to do so), I will never drive while under the influence of drugs or alcohol, and I will avoid excessive speed. I also understand I am responsible for anyone I choose to allow to operate my ATV.

8. **TRADOC's Goal** is to ensure that I am aware of the hazards and risks identified for ATV operation and that I fully and freely accept the responsibility for operating in accordance with the laws, regulations, and policies listed above. I acknowledge I have been briefed on and understand the information provided above.

_____
[*Name/Rank of Commander, 1SG, or Supervisor*]
[*Unit Location*]
_____
(Date)

_____
[*Name/Rank of Soldier*]
[*Unit Location*]
_____
(Date)

Figure F-1. Statement for ATV operator responsibilities (Soldiers)

Glossary

Section I
Abbreviations

AAR	After Action Review
ACTEDS	Army Civilian training, education, and development system
AMPS	aviation mishap prevention survey
AR	Army regulation
ASMIS	Army Safety Management Information System
ATV	all-terrain vehicles
CDTF	Chemical Defense Training Facility
CFR	Code of Federal Regulations
CG	Commanding General
CoS	Chief of Staff
COTS	commercial off-the-shelf
CR2C	commander's ready and resilient council
CSC	commander's safety council
DA	Department of the Army
DA Pam	Department of the Army Pamphlet
DASAF	Director of Army Safety
DCG	Deputy Commanding General
DOD	Department of Defense
DODI	Department of Defense instruction
DOTMLPF-P	doctrine, organization, training, materiel, leadership and education, personnel, facilities, and policy
EOD	explosive ordnance disposal
ESMP	explosive safety management program
FAMR	fatality after mishap review
FC-12	functional community-12
FRB	fatality review board
G-3/5/7	operations and training
G-6	information officer
GS	general schedule
HQ	headquarters
HQDA	Headquarters, Department of the Army
IMCOM	U.S. Army Installation Management Command
IRSO	installation radiation safety officer
ISD	Installation Safety Director
ISO	Installation safety office
MATDEV	material developer
MSPC	Motorcycle Safety Program Coordinator
NCO	noncommissioned officer
NDI	non-developmental item
NRC	Nuclear Regulatory Commission
OSHA	Occupational Safety and Health Administration

PCSOH	Professional Certificate in Safety and Occupational Health
PEO	program executive officer
PM	program manager
PMP	pre-mishap plans
POC	point of contact
POI	program of instruction
POV	privately owned vehicle
PPE	personal protective equipment
PT	physical training
QASAS	quality assurance specialist, ammunition surveillance
QD	quantity distance
RM	risk management
SC	senior commander
SOH	safety and occupational health
SOP	standard operating procedure
SSRA	system safety risk assessment
TDY	temporary duty
TM	technical manual
TRADOC	U.S. Army Training and Doctrine Command
TSOHMS	TRADOC safety and occupational health management system
TSOHP	TRADOC safety and occupational health program
USACRC	U.S. Army Combat Readiness Center
USC	United States Code
USO	unit safety officer
UXO	unexploded ordnance

Section II
Terms

ADDIE process
The process used for developing Army learning products, consisting of the sequential steps of analysis, design, development, implementation, and evaluation.

After Action Review
A guided analysis of an organization's performance, normally conducted after a training event or an operation, with the objective of improving future performance. It includes a facilitator, event participants, and other observers.

Authority having jurisdiction
The organization, office, or individual responsible for approving equipment, materials, an installation, or a procedure.

Branch proponent
The service school that has primary responsibility for developing concepts, doctrine, tactics, training, techniques, procedures, organizational designs, and materiel requirements for a particular branch in the Army.

Branch safety proponency
School commandants are the safety proponents for their branch, responsible for integrating safety into the development and employment of service school products (for example, doctrine, training, leader development, organization, materiel, and Soldier) and monitoring safety performance of branch units and proponent materiel systems worldwide.

Chemical mishap
Intentional or unintentional chemical events where chemical agent is released into the ambient atmosphere and either threatens unprotected personnel or has the potential to threaten unprotected personnel.

Chemical agent
A chemical compound intended for use in military operations to kill, seriously injure, or incapacitate persons through its chemical properties. Excluded are riot control agents, chemical herbicides, smoke, and flame. Pesticides, insecticides, and industrial chemicals, unless selected by DOD components for chemical warfare purposes, are also excluded.

Chemical agent mishap
Any unintentional or uncontrolled release of a chemical agent when reportable damage occurs to property from contamination, or costs are incurred for decontamination, individuals exhibit physiological symptoms of agent exposure, the agent quantity released to the atmosphere is such that a serious potential for exposure is created by exceeding the applicable maximum allowable concentration levels for exposure of unprotected workers or the general population.

Classroom Training
Didactic lecture, demonstration, or other cerebral activities occurring within a secure and enclosed structure designed for human habitation, which present only routine administrative hazards to the students.

Explosives mishap
An unplanned explosion or functioning of explosive material or devices (except during combat). This includes inadvertent actuation, jettisoning, and releasing or launching explosives devices. It also includes mishaps that result from off range impacts of ordnance. For mishap reporting purposes, dummy (inert) ordnance shall be considered as an explosive device any time it is used in training or test situations to simulate an actual item.

Explosives
All items of ammunition; propellants, liquid and solid; high and low-yield explosives; pyrotechnics; and substances associated with the foregoing that present real and potential hazards to life or property. The term includes any device or assembly of devices that contains an explosive material. Examples are bombs, guided or unguided; water and land mines; depth charges; non-nuclear warheads; explosive-loaded projectiles; explosive components of aircrew escape systems; missile propellants; unguided missiles; pyrotechnic, illuminating, and signaling devices; and cartridge-actuated tools, such as stud drivers.

Fighter Management Program
A written program specifically designed to ensure risk associated with fatigue is captured, managed, and approved at an appropriate level.

Garrison
An organization that operates the installation and provides base operations services to tenant organizations. The garrison normally belongs to the IMCOM.

Garrison Safety Director
IMCOM appointed director responsible for managing garrison safety assets in order to meet missions and initiatives. Works with or as the Installation Safety Director to meet SCs orders, directives, and intent.

Installation
An aggregation of contiguous, or near contiguous, common mission-supporting real property holdings under the jurisdiction of or possession controlled by the DA or by a state, commonwealth, territory, or the District of Columbia and at which an Army unit or activity (Active Reserve, Army Reserve, or ARNG) is assigned.

Installation Safety Director
Formerly the Senior Safety Director – is a position appointed on orders by the Senior Commander to lead the ISO and is responsible to direct, synchronize, and deliver installation safety functions, in accordance with senior commander direction, as well as federal, DoD, and Army regulations. He or she is normally assigned to either the senior commander's safety office or the garrison safety office and is appointed on orders by the senior commander.

Installation Safety Office
general term referring to personnel who facilitate the installation safety functions, under the authority of the senior commander. The ISO is comprised of personnel assigned to the senior commander's safety office and the garrison safety office, under the general direction of the ISD with oversight by the senior commander and garrison commander. These offices may be co-located at the senior commander's discretion, but all personnel authorizations and resources remain assigned to and support the primary mission of their parent command. Additionally, each safety director reports to, and is rated by, their parent command.

Local Safety Office
Mission safety office most closely supporting the level of the organizational mission command. May also be referred to as mission safety office.

Manpower and personnel integration
A comprehensive management and technical program to enhance human performance and reliability in the operation, maintenance, and use of weapon systems and equipment. Manpower and personnel integration achieves this objective by integrating the full range of human factors engineering, manpower, personnel, training, system safety, and health hazard considerations into the materiel development.

Mishap
Any unplanned event or series of events that results in death, injury, or illness to personnel, or damage to or loss of equipment or property.

Mission Safety Office
The mission commander's organizational (TDA/TO&E) safety office. This office may be located with or physically separated from the Garrison Safety Office. At the senior commander's direction, the mission safety office may be part of an installation safety office.

Residual hazard
A hazard that has not been eliminated by design.

Residual risk
Expected loss from a residual hazard. The risk remaining after controls have been selected for the specific hazard.

Risk
An expected loss or danger resulting from a hazard. Risk is expressed in terms of estimated severity and probability of injury or damage. Over time, uncontrolled high-level risks will produce high levels of loss.

Risk acceptance
A formal or implied decision to accept the consequences of a risk based on a risk assessment.

Risk assessment
The identification and assessment of hazards (first two steps of the RM process).

Risk management
The process of identifying, assessing, and controlling risks arising from operational factors and making decisions that balance risk cost with mission benefit.

Safety assessment report
A formal, comprehensive safety report summarizing the safety data that has been collected and evaluated during the life cycle before a test of an item. It expresses the considered judgment of the developing agency on the hazard potential of the item and any actions or precautions that are recommended to minimize these hazards and to reduce the exposure of personnel and equipment to them.

Safety awareness
A consciousness of hazards and the knowledge to avoid them or minimize their effect. Safety awareness training gives leaders the knowledge and motivation to accomplish the mission while unnecessarily jeopardizing the lives of personnel or readiness of equipment. Safety awareness leads to a proactive approach that uses RM to evaluate the risks and eliminate those with inadequate benefits.

Safety lesson learned
A safety or health related warning, based upon experience, which can be applied to current and future operations and systems to prevent recurrence of the identified hazard.

Senior commander
An officer designated on orders from HQDA as the SC of an installation. Normally the senior GO at the installation. The SC's mission is the care of Soldiers, Families, and DA Civilians, and to enable unit readiness. See AR 600-20 for expanded discussion on the duties and responsibilities of the senior commander.

System safety engineering
An engineering discipline requiring specialized professional knowledge and skills in applying scientific and engineering principles, criteria, and techniques to identify and eliminate hazards, or reduce the associated risk.

System safety risk assessment
A document that comprehensively evaluates the residual risks of an operation, activity, or materiel system and documents their acceptance by the materiel developer and combat developer.

Subordinate command
Any command immediately subordinate to or reporting directly to HQ TRADOC.

Water operations
Tactical water crossings by vehicle, boat, pontoon bridge, raft, foot, and over water operations.