MEMORANDUM FOR First Army Division East Commanders and Mobilizing Unit Commanders

SUBJECT: Mobilizing Safety Guide

1. As the First Army Division East Commander, I expect each mobilizing commander to read and incorporate the strategy, recommendations, and 360 Day Road to War (time line) that are outlined in this Mobilizing Safety Guide. Follow this guide as it will equip you with the tools necessary to build a successful safety program. Furthermore, it is your responsibility to develop and maintain effective safety programs that will safeguard your Soldiers and equipment.

2. First Army Division East Commanders: I expect you to assist, coach, and mentor your fellow deploying commanders. Incorporate the appropriate time into the training plan to help them build and enhance their safety programs to ensure they are prepared to deploy. On page 9 of this guide, you will find information outlining our three-day safety program management training that our division safety team will provide to the mobilizing brigade safety teams. This training, for the Brigade Safety OIC and each of the battalion and company Additional Duty Safety Officers / Additional Duty Safety Noncommissioned Officers, will be conducted and incorporated within the first three weeks of the post mobilization training at the Mobilization Training Center.

Train for Combat!

KEVIN R. WENDEL
Major General, US Army
Commanding
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1) Introduction
From 12 September 2001 through 21 December 2011, ground accidents, involving Army military personnel, during OEF, OIF, and OND have claimed 440 lives. Additionally, another 4,924 personnel have incurred injuries, ranging from minor wounds to permanent total disability. Realizing that these accidents and fatalities could have been prevented; it is imperative that Mobilizing Brigades have and implement a viable and proficient safety program to combat these unnecessary losses. This document outlines the resources, relations, and core components needed for an effective safety program.

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<tr>
<th>U.S. Army Accident Information</th>
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<tr>
<td>OEF, OIF, and OND Accident Loss Summary</td>
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Arm's Military Personnel Only

Nonfatal injuries include: permanent total disability; permanent partial disability; days away from work or training beyond the day or shift on which it occurred or disability at any time; or a nonfatal injury or illness resulting in restricted work, transfer to another job, medical treatment greater than first aid, needle stick injuries, and cuts from sharps that are contaminated from another person's blood or other potentially infectious material; medical removal under medical surveillance requirement of an OSHA standard; occupational hearing loss; or a work-related tuberculosis case. (Reference AR 385-10, 23 August 2007, RAR 14 June 2010)

2) Brigade Safety Program Alert 360 Day Road to War

Alert 360: Mobilized Brigade (MOB BDE) Identifies and appoints deployable BDE Safety OIC.

Alert 330 or at the Joint Assessment: 1AE Safety Team meets with MOB BDE Safety Team, BDE CDR, and CSM.


Alert 270: All unit personnel complete required safety training IAW AR 385-10 and First Army Division East Safety SOP. A list of all safety training requirements is located on the chart on Page 8 of this guide.

Alert 180: MOB BDE Safety Officer, and as many ADSOs/ADNCOs as possible, complete the Ground Safety Officers Course (GSOC) at Fort Rucker, AL.

Alert 90: Three-Day Safety Program Management Training (identified on Page 9 of this guide) is incorporated on the training schedule (horseblanket) for the MOB BDE Safety Officer and all unit ADSOs/ADNCOs.

At Mobilization Training Center MTC

*** Three-Day Safety Program Management Training is conducted within the first 3 weeks of post-MOB training for BDE Safety Officer and all unit ADSOs/ADNCOs.
3) Alert 360 Brigade Safety OIC
Each National Guard Brigade that will not deploy with full-time safety personnel by the TOE/TDA or with a State Occupational Health Manager (SOHM); will appoint an Additional Duty Safety Officer (ADSO). At brigade level, the Additional Duty Safety Officer Position will be a primary duty IAW NGR 385-10, Para 3-2-C, and will be referred to as the Brigade Safety Officer.

3.1 BDE Safety Officer
The Mobilizing Brigade Safety Officer should:

- Be appointed in writing at Alert+360.
- Complete the Additional Duty Safety Officers Course, NLT 90 days from appointment.
- Complete the Ground Safety Officers Course (GSOC) at Alert+180.
- Be this Soldier’s primary duty at the brigade level.
- Be an O4 or higher.

*** The Brigade Safety Officer must be deployable.

3.2 BDE Safety Officer Duties and Responsibilities under Titles 32 and 10

Title- 32
- Develop, manage, and maintain a Brigade Safety Program as outlined in NGR 385-10.
- Report accidents through the Reserve Component Automation System (RCAS) Advanced Information Technology System (AITS).
- Attend GSOC NLT Alert +180.
- Report program status of safety program as outlined in NGR 385-10 to SOHM, courtesy copy Division East Safety Office michael.c.sabatini.mil@mail.mil and dale.m.wagner@us.army.mil at Alert +180, +120, +90, +60, and 30.

Title-10
- Incorporate requirements outlined in AR 385-10.
- Report safety program status to the Division East Safety Office at michael.c.sabatini.mil@mail.mil and dale.m.wagner@us.army.mil.
- Report accidents and near misses to the Training Support Brigade (TSB) Safety Manager or OIC/NCOIC.
- Report all class C accidents to TSB Safety Manager or OIC/NCOIC within 4 hours.
- Report class A and B accidents immediately to the TSB Safety Manager or OIC/NCOIC.
- Coordinate with the First Army Division East Training Brigade Safety Manager to get your unit UICs added to their REPORT IT hierarchy so that your unit can record and submit accident reports online at https://reportit.safety.army.mil
3.3 Ground Safety Officer Course

Course Description: Ground Safety Officer Course (GSOC): Produces the skills necessary to establish safety qualified Additional Duty Safety Officers for the ARNG and USAR. Included in the course curriculum is training in: Composite Risk Management, Explosives Safety Management, Accident Investigation and Reporting, Range Safety, OSHA 511. Completion of the training will award ARNG and USAR students with an Officer Skill Identifier (SI) or a Warrant Officer and Enlisted Additional Duty Skill Identifier (ASI).

Duration: The training is offered as a six-week resident course, or two-year phased training. The training is offered as a six-week resident course, or two-year phased training. Students are required to complete a series of prerequisite on-line courses before attending the six-week resident training. The phased training encompasses four phases of training that must be completed over a two year period. The first and third phases are on-line prerequisite courses. The second and fourth phases consist of 3 weeks of resident training. Due to time constraints, the BDE and BN Safety Officers should utilize the 6 week course.

How to apply:
ARNG personnel contact the ARNG Safety Office at DSN 327-7730 or Commercial (703) 607-7730.

Funding: Training is funded by the ARNG and USAR and they have priority on ATRRS seat availability.

Course dates can be found at:
4) Required Training and Support

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<tr>
<th>Required Training</th>
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<th>Note</th>
<th>Link</th>
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<tbody>
<tr>
<td>5Q-F32 GROUND SAFETY OFFICER COURSE (GSOC)</td>
<td>NGB</td>
<td>Brigade Safety Officer and NCO must attend GSOC Course. Complete NLT M-60.</td>
<td><a href="http://atrs.army.mil/">http://atrs.army.mil/</a></td>
</tr>
<tr>
<td>2G-F35_DL Additional Duty Safety Officer Course (ADSC)</td>
<td>AR 385–10, Para 10-7, PG 48</td>
<td>1) Complete within 30 Days of Appointment for Active duty, 90 Days for Guard or Reserve Unit Safety officer course. (18 Hour Course) 2) BN to Company Additional Duty Safety Officer and Additional Duty Safety NCO must complete course M-90 3) E-6 and above must complete regardless of duty position</td>
<td><a href="https://crclearn.army.mil">https://crclearn.army.mil</a></td>
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<tr>
<td>2G-F31V3.1 Command Safety Course (CSC)</td>
<td>AR 385–10, Para 10-4, PG 48</td>
<td>1) Company grade officers must complete the CSC prior to assuming command. 2) E-8 and above must complete regardless of duty position. (8 Hour)</td>
<td><a href="https://crcllearn.army.mil">https://crcllearn.army.mil</a></td>
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<tr>
<td>2G-F37_DL Composite Risk Management Basic Course</td>
<td>DA Memo, Completion of CRM, DTD 2APR02</td>
<td>1) All Soldiers will complete CRM Basic 2) In lieu of CRM Basic is -ADSC -CSC - CRM Operation Course -CP12 -CRM Basic Combat Training -CRM Tactical Course -Aviation</td>
<td><a href="https://crcllearn.army.mil">https://crcllearn.army.mil</a></td>
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<tr>
<td>2G-F104_DL Composite Risk Management Civilian Basic Course</td>
<td>DA Memo, Completion of CRM, DTD 2APR02</td>
<td>1) All Army Civilians will complete CRM Basic 2) In lieu of CRM Basic is -ADSC -CSC - CRM Operation Course -CP12 -CRM Basic Combat Training -CRM Tactical Course -Aviation</td>
<td><a href="https://crcllearn.army.mil">https://crcllearn.army.mil</a></td>
</tr>
<tr>
<td>Accident Avoidance Course</td>
<td>AR 385–10, Para 11–7, PG 66</td>
<td>Anyone who operates an ARV will have first completed the online accident avoidance course as part of licensing procedures</td>
<td><a href="https://crcllearn.army.mil">https://crcllearn.army.mil</a></td>
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Diagram: Identify Hazards - Assess Hazards - Develop Controls & Make Decisions - Supervise & Evaluate - Implement Controls
Brigade Safety Officer and ADSO Training Support

The division safety team is available and will provide a three-day safety program management training class, to the mobilizing brigade safety team, which includes: development and management of an effective safety program, the core components of tactical safety, accident prevention, accident reporting, and basic accident investigation techniques and procedures.

The mobilizing unit must be willing to accommodate the division safety team by providing three consecutive days to be incorporated into their training schedule at the Mobilization Training Center (MTC) for the brigade safety officer and all additional duty safety officers / safety NCOs from each subordinate unit to attend training.

Additionally, the First Army Division East Operations Brigades will allot three consecutive days (scheduled in the horseblanket) at the beginning of the mobilization cycle for the mobilizing unit to complete this safety program management training.

WHY DEVELOP A SAFETY PROGRAM

STEP 1: Build Your Safety Toolbox
- TM's, ARs, Technical Bulletins, Briefings, Classes, Alerts, etc.
- Blog for products/resources on classified & unclassified unit websites
- Share with other Safety Professionals
- Ask other Safetyies in your unit for products
- Use self sections within your units - medical, mental health, individual
- Work smarter, not harder
- Be creat ver find a new way!

HOW TO DEVELOP A SAFETY PROGRAM
5) Mobilizing BDE Safety Program Core Components and Support Review

**Core Components**

*See our Division East Safety AKO Shared folders for products and resources at:*
*https://www.us.army.mil/suite/files/9620770*

- **Composite Risk Management (CRM)**
  - FM 5-19 (CRM Process)
  - DA Pam 385-30 (Mishap Risk Management) (risk acceptance authority)
  - Ground Risk Assessment Tool (GRAT) (on Combat Readiness/Safety Center (CRC) Website)
  - CRM Basic Course (access through ALMS on CRC Website)
  - Risk management cards for Soldiers
    - Individual Risk Assessment
    - Individual Safety Card GTA 05-08-012
  - Battle Buddy Risk Assessment
  - Leaders Risk Assessment
  - Three Tier CRM process
  - CRM Worksheet for Overall Operations (Examples)
  - Leaders Guide to Risk Management
  - CRM Examples from previous missions

- **Weapons safety**
  - Range and Weapons Safety Toolbox (CRC Website)
    - GTA’s for all weapons
    - Safety Videos/Vignettes
    - Posters
    - Safety messages and alerts
    - Lessons learned
  - Muzzle orientation
  - Green/Amber/Red Weapons status
  - Negligent discharges
  - Target Identification
  - Weapons Clearing procedures (clearing barrels at ECP’s, DFAC’s, MWR locations)
  - Weapons Test Firing (ECP’s and Ranges)
  - Range Safety procedures on FOBs
    - Safety Center resources and tools online
    - Correct performance of Immediate Action drills
**Tactical Vehicle Safety**

  - GTA on Rollover procedures and Egress
  - Variants brief
  - Videos
  - Handbooks
  - Training Circulars
- MRAP Safety Analysis Article NOV 07- AUG 09
- MRAP Safety Awareness Brief
- MRAP Safety Best Practices (CALL article)
- Improved Gunner Restraint System (IGRS)
  - GPA 12-003, Operational, Implementation of Improved Gunners Restraint System (IGRS) retrofit kit
  - SOUM TACOM LCMC # 10-008
  - SOUM TACOM LCMC #09-013
- 4 point harness seatbelts
- Load plan tie downs (MRAP Handbook examples)
- Drivers Training/Role of the Master Driver
  - Drivers Training Toolbox (CRC Website)
- Rollover training (HEAT/MET)
  - Video
  - Rollover Drills (GTA 07-09-001)
- Convoy Safety Briefs (examples)
- PCC/PCI checklists (examples)
- ACH wear
  - ACH Recall information
- Body Armor
  - Recalled SAPI plate stock numbers (front and back plates)
- Protective Eyeware
- Earplugs
- Ground Guiding Procedures (when applicable, METT-TC dependent)
- Safe Driving Practices
  - Drivers Training Toolbox (CRC Website)
  - Speed
  - Driving at night and during periods of limited visibility (sand storms)
  - Driving on canal roads near water
  - Driving near low-lying electrical lines
  - MRAP Strike protection
• **Convoy Safety**
  - Convoy Security Missions
    - Red Air Package (during times of sandstorms/limited visibility)
    - Scheduling convoys behind route clearance teams
    - Aviation section coordination with ground convoys for security
    - IED awareness/safety information
  - Convoy Safety Missions

• **Laser Safety**
  - Class IIIb lasers identification and proper use
    - Center for Health Promotion and Preventive Medicine (CHPPM) Briefing
  - Safety Alerts (yellow hash message from Iraq)
  - Injury statistics

• **Ammunition and Explosives Safety**
  - Ammunition and Explosives Accountability
  - Tactical Explosives Safety Quick Reference Guide (15 DEC 11)
  - Proper Handling
  - Proper Storage procedures when returning to FOB from Missions/ Storage safe distances
  - Central and localized AHAs
  - FOG Grenade handling
  - M67 Grenade “Confidence Clip”
  - Amnesty program
  - UXO marking and reporting

• **Fire Safety**
  - Unit Fire Marshalls and Inspection Checklists
  - Tents
  - Proper smoking areas/safe distances from tents/CHU’s/structures
  - Smoke Alarms
  - Fire Extinguishers
    - Monthly checks
    - Employment instructions
    - Real versus fake fire extinguishers
  - Structure evacuation plans
• **Electrical Safety**
  - Containerized housing units (Soldier Living quarters)
  - TF SAFE
    - Background information on Task Force Safe
    - Electrical Safety Video on multimedia video library
    - Reporting Hazards to Mayor cell/contractors
  - Electrical Infrastructure in Afghanistan (220 VAC)
  - Proper use of power strips (UL/CE certifications embedded)
    - No Daisy chaining
    - No Chinese made power strips
  - Power strip load worksheet (amp/voltage worksheet)
  - Electrical safety video presentation for theater
  - Safe practices for use of Generators/power washers
  - Bonding/Grounding (leaving work to professionals)
  - Fuel Points

• **Heat Injury Prevention**
  - Heat injury Risk Management matrix
  - Heat Injury prevention cards for leaders to monitor Soldiers
  - Fluid replacement and work/rest guide
  - Diet information

• **Accident Reporting Information**
  - Class A through D accident classification criteria
  - DA Form 7306 (Telephonic notification)
  - DA PAM 385-40
  - DODI 6055.7
  - Accident Investigators Handbook
  - AGARs
  - **REPORT IT** (IAW ALARACT 371/2011)
  - Class A and B Accident Investigations and Boards (responsibilities)
    - Board orders example
    - Investigation board toolkit
  - POC’s (phone numbers/e-mail addresses/ help lines)
  - Risk Management Information System (RMIS) Registration and Access
- **Combat Life Saver**
  - Training and Certification information
  - Identification of CLS Certified Soldiers
  - Medical boxes in LSA’s
  - MASCAL planning and coordination with Garrison HQ in FOBs

- **Pedestrian safety**
  - Crosswalks
  - Sidewalks
  - Movement during night and limited visibility (sand storms) near roads and Living Sustainment Areas (LSAs)

- **Safety Awards**
  - Unit/Individual awards criteria/recommendation example memos and POCs
  - Accident prevention recognition

- **Indirect Fire**
  - Safety procedures if attacked on FOB
    - Sirens/warning system
    - Ground procedures
    - Bunkers
    - Accountability