



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, PACIFIC
FORT SHAFTER, HAWAII 96858-5100

APCG

29 Sept 10

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USARPAC Safety and Occupational Health Plan for Fiscal Year 2011
(FY11)

1. References:

- a. Army Safety and Occupational Health Strategic Plan, 21 July 2006.
- b. SECARMY and CSA memorandum, Army Safety and Occupational Health Objectives for Fiscal Year (FY) 2011, 08 Sep 2010.

2. Off-duty use of privately owned vehicles and motorcycle accidents continues to be a major source of Soldier fatalities. As Soldiers, we protect our country and our way of life. We protect each other on the battlefield, and now it is more imperative than ever that we protect each other when off-duty. Identification of "high risk" personnel and early intervention by the nearest leader are paramount in reducing accidents.

3. We do a great job of including the principles of safety and risk management in most of our missions; however, those few missions where we do not anticipate the hazards and take corrective action continue to cost us precious lives and equipment. We must do a better job of anticipating the hazards, assessing actions, and conducting our missions.

4. Building on our FY09 and FY10 successes with "Mastering the Basics," our safety theme for FY11 is "Anticipation!" We will focus on the following safety objectives:

- a. Anticipate and Protect: Continue to conduct safety program self assessments in accordance with the enclosed checklist. Monitor the status of checklist items at your safety councils.

- b. Command Validation: **By 31 March 2011, all levels of command will assess their subordinate command's safety program by using the enclosed checklist (as a minimum). MSCs will report status during the March 2011 Safety Advisory Council.**

- c. Seat Belt Usage: Emphasize compliance with the Army's mandatory seat belt and occupant restraint policy. In FY09, nearly half of all Soldiers killed in vehicular accidents were not wearing seat belts or restraints. Use of seat belts and restraints has the greatest potential for reducing Soldier losses of any single mitigation strategy.

APCG

SUBJECT: USARPAC Safety and Occupational Health Plan for Fiscal Year 2011
(FY11)

d. Motorcycle Operator Training and Helmet Wear Compliance: Enforce compliance with the motorcycle training, licensing, and personal protective equipment (PPE) requirements as required by AR 385-10, chapter 11.

(1) Achieve 100 percent completion of the mandated Basic Rider Course for all Soldiers who ride motorcycles **on or off** Army installations.

(2) Ensure all Soldiers operating a motorcycle wear their prescribed PPE, to include a Department of Transportation (DOT) approved helmet. Achieve zero fatalities involving Soldiers not wearing a helmet.

(3) Encourage attendance of advanced motorcycle training, including the Experienced Rider Course or the Military Sport Bike Rider Course, depending on the type of motorcycle operated.

(4) Support a strong, vibrant Motorcycle Mentorship Program using enthusiastic and credible Soldier mentors.

e. Sustain On-Duty Loss Reduction: Ensure leaders at every level include composite risk management as an integral component of their decision making process.

(1) Ensure that every battalion equivalent and above has a trained safety representative on staff to advise the commander.

(2) Brigade Safety and/or MSC safety personnel will meet with their Additional Duty Safety Officers (ADSOs) at least semi-annually for training, clarifying requirements, and professional development (video teleconference/phonecon is acceptable).

(3) Commanders will identify and reward leaders who instill a positive safety climate in their organization.

f. DA Civilian and Contractor Accident Reporting: Reliable and timely data is essential for developing programs and tools, both at HQDA and local levels, to prevent Army Civilian accidents and reduce worker's compensation chargeback costs.

(1) Ensure Army Civilian and contractor accidents are reported as outlined in AR 385-10, The Army Safety Program.

(2) Evaluate organizational policy and procedures to ensure supervisors are informed and understand Civilian accident reporting requirements.

APCG

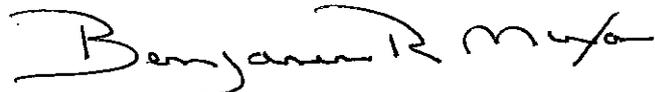
SUBJECT: USARPAC Safety and Occupational Health Plan for Fiscal Year 2011 (FY11)

g. "Top 3" On and Off Duty Safety Priorities: To account for variability in climate, terrain, missions, Soldier interests, and area unique hazards, units will identify and develop counter-measures for their "Top 3" on-duty and "Top 3" off-duty safety priorities on a monthly basis.

5. Validate your progress in meeting USARPAC's FY11 Safety and Occupational Health Plan during your command inspections, safety council meetings, and/or safety evaluations. Provide your program status and accident statistics during USARPAC's Safety Advisory Council meetings.

6. For further information, please contact Mr. Tommy Penrose, USARPAC Safety Director, at (808) 438-6993, or tommy.penrose@us.army.mil.

ONE TEAM!



BENJAMIN R. MIXON
Lieutenant General, USA
Commanding

Encl
Checklist

DISTRIBUTION:

Commander

- 25th Infantry Division, Schofield Barracks, HI 96857
- U.S. Army Alaska, 600 Richardson Drive, Fort Richardson, AK 99505
- I Corps (Fwd)/U.S. Army Japan, APO, AP 96343
- 8th Theater Sustainment Command, Fort Shafter, HI 96858
- 18th MEDCOM, Fort Shafter, HI 96858
- 311th Signal Command (Theater), Fort Shafter, HI 96858
- 94th Army Air Missile Defense Command, Fort Shafter, HI 96854
- 9th Mission Support Command, 1557 Pass Street, Fort Shafter, HI 96819
- 196th Infantry Brigade, Fort Shafter, HI 96858
- 500th Military Intelligence Brigade, Schofield Barracks, HI 96857
- 516th Signal Brigade, Fort Shafter, HI 96854
- Headquarters and Headquarters Bn (P), Fort Shafter, HI 96858

CF:

- Adjutant General, The State of Hawaii, 3949 Diamond Head Road, Honolulu, HI 96816
- Director, Installation Management Command, Pacific, Fort Shafter, HI 96854
- Commander, Tripler Army Medical Center, 1 Jarrett White Road, Honolulu, HI 96819

Major Subordinate Command Safety Program Key Elements

SUBJECT	REQUIREMENT	YES	NO
Commander's Safety Course	Procedures in place to ensure all commanders complete the online Commander's Safety Course.		
Additional Duty Safety Officers (ADSO)	Bde Safety Officer formally meets with ADSOs semi-annually (VTC OK). Email ADSO list established to ensure timely distribution of safety information.		
Army Readiness Assessment Program (ARAP)	MSC Safety representative registered with CR/SC ARAP. Representative monitors MSC status and informs MSC commander on program trends.		
Subordinates Risk Assessment Worksheet	Procedures in place to ensure Platoon Leaders use of Risk Assessment Worksheet for Subordinates (or its equivalent).		
Motorcycle/Moped/ATV	MSC Safety Office monitors status of motorcycle/moped/ATV safety program. Program requirements communicated with supporting garrison safety office.		
Driver Training Program	MSC G4/S4 provides oversight of driver training, testing, and licensing program.		
POV Mentorship and Check Ride	MSC Safety Office monitors implementation of POV Mentorship and Check Ride requirements.		
Travel Risk Planning System (TRIPS)	MSC Safety Office monitors implementation of TRIPS requirements. Validates commander establishment of criteria for driving "outside of the local area."		
Accident Reporting	Accidents investigated, reports reviewed and forwarded to higher headquarters on a timely basis.		
Accident Log	MSC Safety Office maintains accident log and conducts trend analysis.		
Profile List	Procedures established to ensure subordinate safety offices validates checking profile lists for accident related injuries. Accident reports being filed for injuries for Soldiers placed on quarters for at least one day.		
"Top 3" On Duty Safety Priorities	MSC Safety Office validates subordinate units' identification of their "Top 3" On Duty safety priorities and reviews countermeasures/training.		
"Top 3" Off Duty Safety Priorities	MSC Safety Office validates subordinate units' identification of their "Top 3" Off Duty safety priorities and reviews countermeasures/training.		
Inprocessing Checklist	Procedures established to ensure safety program requirements, local hazards, and safety information incorporated into inprocessing checklist used by assigned sponsors.		
Physical Training Program	MSC (e.g. medical officer) provides oversight for injuries related to physical training program.		
Safety Recognition Program	MSC establishes and monitors implementation of safety award/recognition program.		
Risk Assessments	S3/G3 provides staff oversight to ensure units conducting risk assessments for missions and range training.		
Safety Continuity File	MSC Safety Office establishes continuity files and validates that subordinate safety offices maintain current safety continuity files.		
OSHA Compliance	Inspection/training procedures established to comply with OSHA requirements.		
Radiation Safety Program	MSC Radiation Safety Officer appointed with assigned duties.		
Safety Council	MSC conducts Safety Council at least semi-annually. Recommend command medical officer be a member of council. Council tracks status of safety program checklist, DA 285s, and workers' compensation claims.		
Annual Safety Program Assessment	MSC Safety Office conducts self assessment and annual safety program assessment using USARPAC's Safety Audit Checklist found at: https://portal.usarpac.army.mil/staff/safety/Pages/default.aspx		
Leaders' Safety Accountability	MSC Safety and G1 monitors OERs/NOERs to ensure it contains safety performance standards		
Commander's Safety Program	MSC Safety Officer meets with MSC Cdr at least monthly to discuss safety issues.		

UNIT _____ COMMANDER _____ DATE _____

201