



DEPARTMENT OF THE ARMY
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IASA-Safety

S: 27 May 2004
12 April 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 470th Military Intelligence Group (MI Grp) Summer "Fore" Safety Campaign

This memorandum expires 1 October 2004.

1. References. Enclosure 1 lists references.
2. Purpose. This memorandum outlines the 470th MI Grp Summer "Fore" Safety Campaign. This campaign will run from 27 May 2004 through 30 September 2004.
 - a. The purpose of this campaign is to:
 - (1) Provide a comprehensive, proactive means of identifying ground, aviation, and off-duty hazards and risks during the summer of 2004.
 - (2) Implement and monitor risk-mitigation measures in ongoing training and operational missions to ensure the safety of personnel supporting the Global War On Terrorism and involved in operational deployments supporting the SOUTHCOM/USARSO Area of Responsibility.
 - (3) Achieve the overarching, command-wide goal of ensuring no loss of life and minimal injuries and equipment damage during the summer season, which supports the Secretary of Defense goal of reducing accidents by 50 percent.
 - b. We must direct our efforts toward reducing the hazards associated with summer operations and activities. These activities include day-to-day operations, garrison and field training, movement operations, and support activities. Of equal importance is our effort to prepare Soldiers, civilians and family members for the hazards of off-duty activities. Targeted training, thorough hazard identification, intensive risk management, and strong leadership involvement are critical to the campaign's success.
 - c. Leaders must be committed and dedicated to accident prevention and deeply involved in the risk-management process to ensure the safety of our Soldiers. Leaders must positively impact on our young and maturing Soldier force. For this reason, it is essential that leaders accept responsibility to spearhead unit summer safety campaign programs. Senior leaders must lead this effort. We set policies and standards, initiate programs, check, implement, execute and enforce through the chain of command. Together, our entire chain of command can make a positive difference in achieving a safe and effective environment for our unit.

d. We must plan and prepare for warm-weather hazards before the summer season arrives. Now is the time to "wargame" and ensure that our missions and off-duty activities are conducted safely.

e. Soldiers from throughout our organization will have recently returned from an extended deployment. During this time, Soldiers, unit programs, equipment and processes have been taxed. Commanders are charged to develop comprehensive plans to bring their units to the highest state of readiness. A critical part of this task is the reinvigoration of unit safety programs.

f. We must plan for the environmental factors associated with summer. Factors affecting our operations include: extended hours of daylight, periods of elevated temperatures and thundershowers that bring strong winds and flooding. Traffic congestion on the nation's roads during summer vacation periods also affects our ability to execute our mission.

3. Summer Safety Programs. By 27 May 2004, commanders of the 470th MI Grp will develop a summer safety program in their respective commands. The goal of this program will be to ensure that knowledgeable, dedicated leaders and Soldiers are effectively trained and ready to prevent summer-related accidents and injuries, both on and off duty. As a minimum, summer safety programs will address recovery of deployed soldiers, field and garrison training (both aviation and ground operations), heat-injury prevention, water safety, privately owned vehicle (POV) and motorcycle safety, recreation safety, and related hazards affecting the family and community (for example, running, sports, traffic, etc.). Summer safety topics are provided at enclosure 3. The effectiveness of this campaign depends on the successful accomplishment of the following key elements:

a. Command Information Program. Beginning in May 2004 and running throughout the summer safety campaign, the Group Safety Officer will distribute safety-campaign articles and materials that are coordinated with INSCOM for maximum distribution down to the Soldiers and family-members. Commanders and other leaders will leverage these resources in their units' ongoing campaigns. Safety councils, e-mail messages and safety alerts may also be used to complement unit safety campaign programs. Additional resources, including posters and information cards, are available on the United States Army Safety Center website at <http://safety.army.mil/home.html>.

b. Accident Trend Analysis. By 27 May 2004, commanders will review and analyze their units' accident and injury trends. Accident data, equipment-damage reports, sick calls, incident reports, unit risks specific to the organization and other available resources must be reviewed to identify accident-prevention targets and additional prevention-training needs. Commanders should use safety alerts and messages concerning serious accidents and trends to ensure these messages and requirements are included in the unit safety program. Aviation and ground risks are at enclosure 2.

c. Accurate and Timely Weather Information. Weather is a risk-multiplier. Summer weather in Texas can vary greatly and change quickly. Enclosure 4 outlines risks associated with summer weather conditions. It is imperative that commanders and units conduct mission analysis and risk assessments using the most accurate weather data available. Also ensure that Soldiers know how to obtain timely weather and road condition information.

d. Air and Ground Tactical Operations Safety Training and Education.

(1) Commanders of units involved with garrison and field training as well as ongoing mission-support operations will conduct assessments and train to standard.

(2) Commanders will ensure that summer safety training is scheduled and conducted, and that all personnel are trained on accident-prevention measures for summer activities by 27 May 2004. We must ensure our Soldiers are properly prepared for upcoming challenges.

(3) All personnel subject to working or training in environments that could result in hot-weather injuries will receive hot-weather injury prevention training by 27 May 2004. To be effective, training must include information on the recognition, prevention, and prompt treatment of heat injuries. Care and proper treatment of heat injuries will be included in this training. Supporting medical treatment facilities can provide hot-weather injury prevention training materials. The United States Army Center for Health Promotion and Preventive Medicine website at <http://chppm-www.apgea.army.mil> may be referred to for health-promotion and preventive-medicine training material.

(4) Driver orientation programs for Soldiers driving military or nontactical vehicles must address the primary hazards associated with driving in Texas. Orientation programs should include a review of unique driving hazards, seatbelt requirements (and the penalty for not using them), and hazards in construction zones. Drivers should also be briefed on the local roads that have high accident rates and other high-risk locations. Enclosure 5 provides typical vehicle-operation concerns for driving in Texas. Furthermore, commanders must ensure that drivers and operators follow the provisions outlined in driver training manuals such as FM 21-305. Driver training programs must include vehicle preventive maintenance for summer-weather operations.

(5) Leaders and Soldiers must be trained to make the risk-management process integral to the planning and execution of both on- and off-duty activities. Risk-management training must address risk identification and the mitigation of summer hazards.

e. POV Safety.

(1) Several concerns involving POV operation must be addressed. One is the orientation of individuals returning from extended deployment. These individuals must receive refresher training on local traffic laws and hazards as part of their reintegration process. Another concern is new personnel arriving for summer personnel rotation. The last concern is the ever-present danger of operating motor vehicles while under the influence of drugs, prescription medication, or alcohol and driving while fatigued.

(2) Soldiers returning from deployments in excess of 90 continuous days will not be authorized to operate a POV until their license, registration and insurance are validated, their vehicle is inspected (if it has been in long-term storage).

(3) All Soldiers who are licensed to operate a motorcycle in Texas and who have not attended a Motorcycle Safety Course within the last 6 months must attend a refresher class by 15 September 2004.

(4) Soldiers and family members face risks every time they plan and take long trips. Summer traffic conditions pose an additional risk. Be inventive in finding innovative ways to prepare spouses and family members of deployed Soldiers. Commanders will develop an aggressive POV safety program using resources and ideas from the POV Tool Box on the US Army Safety Center website. Develop action to target high-risk POV travel. Leaders must get involved to help Soldiers and family members with extended POV travel plans.

(5) The first major holiday during the summer campaign will be Memorial Day weekend. All POVs will be inspected; further Soldiers and civilian employees must be briefed on the applicable summer hazards before this weekend, other long holiday weekends and extended trips. Emphasis will be placed on back-to-school safety for children, parents and drivers before the beginning of the school year.

f. Sports and Recreational Activities. Sports and recreation activities create significant risks to our Soldiers, civilians and family members. Personnel must be reminded to prepare themselves for these activities by taking advantage of the excellent training programs offered by morale, welfare and recreation (MWR) activities and the Armed Forces Recreation Center. Enclosure 3 provides information on summer sports and recreation activities.

(1) Summer activities such as hiking, camping, bicycling, skating, water sports, picnics and grilling should be addressed. General information is at enclosure 3.

(2) All Soldiers and civilian employees will receive water safety training by 27 May 2004. To be effective, training must include information on authorized swimming locations, hazard recognition and preventive measures.

g. Wellness Issues. Separation from family and home can be difficult. Deployments and pending deployments place an additional stress on individuals and families. Enclosure 7 provides information on suicide prevention and other wellness issues.

(1) Suicide Prevention. Leaders should refer to DA Pamphlet 600-70 for guidance on suicide prevention.

(2) Alcohol and Substance Abuse. Leaders must be aggressive in preventing alcohol and substance abuse following long deployments and during the summer season.

(3) Domestic Violence. Leaders should contact Army Family Advocacy Program services for information on domestic violence. The Army Family Advocacy Program is required by AR 608-18 to provide educational information, resources and services to help individuals who may be victims of violence, offenders in abusive relationships and people affected by violence.

(4) Food Safety. Summer food safety poses a major health concern. Leaders should contact their local wellness coordinator or medical facility for more information.

h. Continuous Risk Management Implementation. By 27 May 2004, units and organizations will conduct refresher risk-management training using FM 100-14. This training must concentrate on the unit mission-essential task list (METL) and unique summer hazards.

4. Responsibilities.

a. The 470th MI Grp Safety Officer will:

(1) Beginning 27 May 2004, distribute safety-campaign articles and materials, and direct subordinate safety officers to websites with critical deployment, wellness and summer safety information to support the Summer "Fore" Safety Campaign.

(2) Help the 470th MI Grp S3 review safety programs submitted by the battalions and headquarters detachment.

(3) Monitor the implementation and execution of safety programs.

(4) Submit summer safety articles for publication in "The Griffin" tailored to soldiers throughout the season.

(5) Emphasize moderation in alcohol consumption and the use of designated drivers and ride-home programs.

(6) Emphasize suicide prevention and outreach.

(7) Review events planned for summer recreational activities to ensure hot-weather risk management is applied and appropriate controls are in place.

b. The 470th MI Grp S3 will:

(1) Review battalion safety programs with the 470th MI Grp Safety Officer.

(2) Provide safety and standardization information and requirements to aviation units returning from operational deployments.

c. Commanders will:

(1) Develop a summer safety program by 27 May 2004 that concentrates on the areas outlined in paragraph 3. Programs must be submitted to the 470th MI Grp S3 for review and approval.

(2) Sustain campaign momentum and focus throughout the campaign.

(3) Conduct noncommissioned officer development programs (NCO DP) and officer professional development (OPD) programs that train leaders for successful implementation and continued support of this campaign.

(4) Monitor subordinate units in their execution of this campaign.

(5) Ensure that a process is in place for relating off-duty risks for activities, including boating, grilling, picnics, sports and swimming.

(6) Ensure that first-line leader risk-assessment and risk-mitigation assistance is available to Soldiers planning off-duty activities.

(7) Record and report lessons learned on safety related issues to the 470th MI Grp S3 and the 470th MI Grp Safety Officer.

5. Enclosures. The enclosures provide information central to tasks related to the 470th MI Grp Summer "Fore" Safety Campaign.

6. Campaign Implementation. To help with the campaign implementation, I have dedicated the 30 April 2004 470th MI Grp Commanders' Safety Council meeting to our Summer "Fore" Safety Campaign. I will also send a separate safety message to address risks specific to the summer season. The Summer "Fore" Safety Campaign will begin with the First Annual 470th MI Grp Griffins "Fore" Safety Golf Scramble on 27 May 2004.

7. Campaign Focus. Again, this campaign's focus is to direct our energies to ensure we train, implement, enforce and maintain safety during the summer period. Our effectiveness and success depends on four key elements: adequate training, risk management, planning and preparation, and concerned leaders taking complete ownership of their Soldiers' safety. We must be aggressive in sustaining this focus. Encourage your leaders to vigorously execute these responsibilities and empower first-line leaders by providing strong command support and emphasis for this campaign. Accident and injury prevention must be central to all our activities, both on and off duty. It is our personal responsibility. We can neither afford nor accept the loss of a single Soldier, civilian employee or family member to a preventable injury.

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8. Summary. I need the complete commitment of commanders in the effort to prevent accidents this summer. We must be aggressive in giving this campaign priority over other competing issues. The entire chain of command must be engaged. Commanders at all levels are responsible "fore" safety - it is fundamental to our craft. Together we can make this a safe and enjoyable summer for all our Soldiers, civilians and family members.

7 Encls

1. References
2. Aviation and Ground Risk Overview
3. Summer Safety Topics
4. Weather
5. Hazards of Driving in Texas
6. Preventing Heat Injuries
7. Wellness and Health

<<original signed>>

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