

Safety
THE ARMY SAFETY PROGRAM

SUPPLEMENTATION. Further supplementation is prohibited except upon approval of this headquarters and Department of the Army (DA).

SUGGESTED IMPROVEMENTS. The proponent of this supplement is the Assistant Chief of Staff (ACofS), G1. Users are invited to send comments and suggested improvements to the Commander, III Corps and Fort Hood, ATTN: AFZF-GA-SAFE-G, Fort Hood, TX 76544-5056.

AR 385-10, 23 May 1988, is supplemented as follows:

1. Page 4, paragraph 1-4, Responsibilities. Add subparagraphs q, r, and s as follows:

q. A Fort Hood (FH) Safety and Occupational Health Committee will be established to advise and assist commanders and supervisors with respect to their responsibilities in providing safe and healthful working environments. Committee membership is defined in Appendix B.

r. The III Corps, ACofS G1, Safety Office, will provide written guidance on program requirements; maintain a centralized inventory; provide assistance in obtaining material safety data sheets; and provide Hazard Communication Train-the-Trainer classes.

s. Commanders will implement the Hazard Communication Program and appoint a Hazardous Material Officer (HMO), on orders, with assistants as needed to provide an effective program; train newly assigned personnel within ninety days of being assigned to the organization; maintain sufficient trainers to assist the HMO; and establish procedures for transfer of completed DD Forms 1556 (Request, Authorization, Agreement, and Certification of Training and Reimbursement) to individual's official personnel files. Supervisors will provide specialized training consisting of:

- (1) Familiarization with worksite Material Safety Data Sheet (MSDS)
- (2) Location of MSDSs, and
- (3) Location of written program.

2. Page 5, paragraph 2-1, Organizational Structure. Add sentence to subparagraph f(1).

f(1). Forward a copy of the appointment orders of additional duty safety personnel of major subordinate commands (MSCs), directorates, and tenant units to this headquarters, ATTN: AFZF-GA-SAFE-G, within fourteen calendar days after appointment. Newly appointed safety personnel will contact the Safety Office, bldg 1001, room W321, (287-3725) within fourteen calendar days after appointment to arrange for attendance at the FH Safety Officer's course.

3. Page 5, paragraph 2-1, Organizational Structure. Add subparagraph (8) to paragraph f.

(8) Be required to perform the safety and accident prevention functions listed in Appendix C.

4. Page 5, paragraph 2-1, Organizational Structure. Add sentence to end of subparagraph 2-1k.

k. The FH Safety and Occupational Health Committee will meet semi-annually or upon special call of the chairperson.

5. Page 5, paragraph 2-1, Organizational Structure. Add subparagraphs m and n.

m. Give newly arrived personnel a safety orientation within a week of arrival in the unit. Orientations will include a briefing on the hazards associated with their assigned duties and the topics contained in Appendix D.

n. Give personnel a safety orientation before holidays, paydays, and long weekends. Such orientations will include as a minimum:

(1) Privately owned vehicle (POV) safety with special emphasis on the hazards of fatigue, speed, alcohol, and the importance of using seatbelts/motorcycle helmets, face protection, and protective clothing and equipment.

(2) Seasonal hazards such as swimming, boating, hunting, cold weather, hot weather, carbon monoxide poisoning, etc., during the appropriate season.

6. Page 6, paragraph 2-2, Operational Procedures. Add subparagraph o.

o. FH implementation guidance on the Hazard Communication Program is at Appendix E.

(1) Each MSC, directorate, tenant unit, and any other FH organization that stores, transports, or uses hazardous materials will appoint a hazardous material officer (HMO) and forward a copy of this appointment order to the III Corps Safety Office not later than fourteen calendar days after appointment.

(2) Coordination and management of the program and HMO responsibilities include:

(a) Training personnel within assigned organizations.

(b) Maintenance of an up-to-date hazardous material inventory and applicable Material Safety Data Sheets at each work site.

(c) Properly labeling hazardous chemicals.

(d) Development of a written Hazard Communication Program Standing Operating Procedure (SOP) that delegates responsibilities and implementation procedures within their assigned organization.

7. Appendices B, C, D, and E.

FOR THE COMMANDER:



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***FH Suppl 1 to AR 385-10**

4 APPENDICES

- B - FH Safety and Occupational Health Committee**
- C - Additional Duty Safety Personnel Functions**
- D - Safety Orientation Outline for Newly Arrived Personnel**
- E - Hazard Communication Program**

Appendix B
FH SAFETY AND OCCUPATIONAL HEALTH COMMITTEE

Committee membership consists of:

ACofS, G1, Chairperson
Safety Director, Secretary Recorder
Director, Engineering and Housing
Director, Logistics
Provost Marshal (also represents
89th Military Police Brigade)
Chief, Preventive Medicine Activity,
Medical Department Activity
Fort Hood Fire Chief
President, American Federation of
Government Employees
Director, Civilian Personnel
Director, Personnel and Community Activities

And representatives from:

Director, Resource Management
1st Cavalry Division
13th Corps Support Command
3d Signal Brigade
6th Cavalry Brigade (Air Combat)
31st Air Defense Artillery Brigade
504th Military Intelligence Brigade
Apache Training Brigade
3d Finance Group
3d Personnel Group
Headquarters Command
TRADOC Experimentation Command

**Appendix C
ADDITIONAL DUTY SAFETY PERSONNEL FUNCTIONS**

Additional duties for safety personnel:

a. Be familiar with Army safety regulations (AR 385 series), safety requirements for the command, principles of accident prevention, and operating procedures published in SOPs, field manuals, technical manuals, etc.

b. Maintain or have access to the following required safety publications and supplements:

(1) AR 385-10 (Army Safety Program)

(2) AR 385-40 (Accident Reporting and Records)

(3) AR 385-55 (Prevention Of Motor Vehicle Accidents)

(4) FORSCOM Regulation 385-1, (Forces Command Safety Program)

(5) In addition, aviation safety officers will maintain publications required by the United States Army Safety Center Guide to Aviation Resources Management for Aircraft Mishap Prevention.

c. Conduct periodic safety inspections of facilities and operations and maintain inspection records of findings and corrective actions.

d. Provide guidance for establishing and implementing plans, policies, and procedures for conducting safety and occupational health activities.

e. Analyze the unit's accident experience record to determine the principal accident sources so that preventive efforts may be better directed.

f. Supply the commander with periodic safety program reports and information concerning accidents.

g. Develop directives, policies, plans, and procedures on safety. Incorporate safety standards in SOPs and aspects of training.

h. Promote safety awareness in the unit by conducting periodic safety briefings and seasonal safety campaigns to keep soldiers constantly aware of their responsibilities for accident prevention and the need for continuing safe performance of duty.

i. Implement procedures for prompt reporting of accidents and timely and accurate submission of DA Forms 285 (U. S. Army Accident Investigation Report) within the command and make sure DA Forms 285 are properly completed prior to submission to the commander.

j. Establish and maintain liaison with III Corps Safety Office and other offices that can assist efforts in promoting the safety program.

Appendix D
SAFETY ORIENTATION OUTLINE FOR NEWLY ARRIVED PERSONNEL

The following orientation outline identifies minimum accident prevention information for newly assigned military personnel:

a. **Introduction.** Advise personnel that the safety of personnel, both on and off duty, is of the utmost importance and that accidents adversely affect mission accomplishment. Emphasize that accident prevention procedures are for everyone's protection and that everyone must follow them. Stress the use of good common sense and judgment.

b. **Required Topics.** The topics on hazards outlined in paragraphs (c) through (i) below are general hazards and must be covered on a continuous basis. The topics on hazards outlined in paragraphs (j) through (l) are seasonal in nature and should be emphasized during the appropriate season.

c. **Traffic Safety.** This includes safe operation of POVs including automobiles, motorcycles, and operation of Army Motor Vehicles (AMVs).

(1) **POVs.** POV accidents are the leading killer of FH soldiers:

(a) **POV accident victims** also include pedestrians and motorcyclists

(b) **Most fatalities** have been soldiers in the ranks of sergeant and below and 25 years of age and younger.

(c) **Most of FH soldiers killed in POV accidents** who had safety belts available failed to wear them. Seat belts must be worn when available at all times (Army and state of Texas requirement).

(d) **Primary causes of accidents** are speed, fatigue, alcohol, inattention, and reckless driving.

(2) **Motorcycles.** Soldiers, military family members, Department of Defense (DoD) civilian employees, and contractor employees who operate or ride a motorcycle on FH will comply with the following requirements. Soldiers who do not comply with the below listed requirements will not operate or ride on a motorcycle either on or off FH.

(a) **Possess a valid state operator's permit.**

(b) **Have proof of financial responsibility** as required by Texas state law and FH Regulation 190-5 (FortHood Traffic Code).

(c) **Wear a commercially produced high visibility vest or jacket** whenever operating or riding a motorcycle. The vest or jacket must be made of high visibility material for visibility during daytime operation and have reflective material (minimum of one inch by eighteen inches) on the front and rear of the vest or jacket for nighttime visibility. The wearing of homemade vests or jackets with reflective material or the wearing of reflective bands will not satisfy this requirement.

(d) **Wear properly fastened and approved motorcycle safety helmets and eye protection devices** whenever operating or riding a motorcycle. Eye protection devices must be either an approved face shield attached to the helmet or approved clear safety goggles.

(e) **Operate the motorcycle with headlights on at all times.**

(f) **Successfully complete the FH motorcycle safety course, including the hands on evaluation.** Only completion of an Army approved motorcycle safety course will meet this requirement. Persons who have completed an approved motorcycle safety course at another installation within the last five years do not have

to complete the FH course. Persons subject to this requirement who are newly assigned to FH or who have recently acquired a motorcycle will be given a seven calendar day grace period to comply.

(g) Register and display a state license plate according to Texas state law or the state law of the owner's residence.

(h) Display a valid state inspection sticker from the State of Texas or the owner's residence.

(i) Be equipped with two rearview mirrors, one mirror on each side of the motorcycle. (NOTE: The above requirements apply to military persons who operate motorcycles on or off FH.)

(j) Be registered with the Provost Marshal, III Corps and FH and display a valid FH motorcycle registration decal affixed to the left front fork of the motorcycle.

(3) AMV accidents are normally the result of:

(a) Excessive speed, following too closely, failure to yield right of way, fatigue, and inattention.

(b) Failure to operate a vehicle as prescribed in the vehicle operator's manual.

(c) Failure to accomplish before and after operational checks/required maintenance.

d. Fire Prevention. Emphasize that personnel should:

(1) Never smoke in bed.

(2) Not throw matches, cigarettes, or ashes into wastebaskets or out of vehicles, particularly when in the field training area.

(3) Never use gasoline or petroleum fuels to clean floors, latrines, engines, equipment, or anything else.

(4) Strictly follow procedures in Technical Manual 10-4500-200-13 when operating fuel burning equipment such as tent space heaters or M2 burner units.

e. Firearms Safety. Stress the proper inspection and clearing of weapons before and after use and the avoidance of horseplay, e.g., 'quickdraw' contests or other foolish acts. Always consider weapons to be loaded.

f. Range Safety.

(1) Access to live fire training areas must be coordinated with and cleared by the G3 Range Division.

(2) The primary hazard when the live firing ranges are inactive is the presence of unexploded shells (duds), grenades, fuses, boosters, and other powder burning ammunition and training devices. Soldiers must not touch or handle a dud. If you discover a dud, note its location and notify the Range Office immediately.

g. Hearing Conservation. For personnel who will work in noise hazardous areas or who will operate noise hazardous equipment.

(1) Most Army personnel, both civilian and military, have suffered hearing loss from failure to wear hearing protection (ear plugs, muff, etc.).

(2) Wearing of hearing protection will be enforced. Disciplinary action may be taken against personnel who fail to wear hearing protection when required.

h. Flooded Low Water Crossings.

(1) During the periods of sudden heavy rainfall or periods of steady rainfall, the numerous low water crossings on the reservation become flooded. Many soldiers have drowned while attempting to drive vehicles across flooded low water crossings.

(2) Comply with instruction signs posted at low water crossings.

i. Antenna Safety.

(1) Soldiers have been electrocuted while erecting and taking down antennas such as tactical, television and citizen band (CB). Antennas have contacted nearby energized electrical power lines. Personnel who live in on-post housing and who wish to erect a television or CB antenna must receive approval for installation from the Directorate of Engineering and Housing.

(2) Operators of vehicles with antennas must take every precaution so that radio antennas come no closer than 10 feet from high tension wires. Whip radio antennas will be tied down when in the cantonment areas or in towns. Antenna tips will be covered with tip caps or suitable substitute to prevent eye/head piercing hazards.

j. Poisonous Snakes.

(1) Rattlesnakes, copperheads, water moccasins, and coral snakes inhabit the FH area.

(2) Each year, some FH soldiers are bitten while attempting to capture poisonous snakes or from inattention.

(3) Be watchful for snakes in wooded areas and in tall grass, shrubs, under rocks, and by streams or rivers.

(4) If bitten, remain calm and obtain first aid immediately. If possible, kill the snake and bring it to the medical facility to enhance identification and proper treatment.

k. Water Safety.

(1) Water related accidents are usually the second leading killer of FH soldiers. Most of these accidents involve recreational water activities.

(2) Several recreational water fatalities have occurred at nearby Belton and Stillhouse Lakes. Most of the victims drowned while swimming; others have died from other causes such as boating accidents, scuba diving, falling off air mattresses and attempting to overswim their capabilities. Alcohol has been a factor in many of the deaths.

(3) Numerous streams, lakes, and ponds exist on or near the FH military reservation. Those on the reservation are off limits for swimming except for the designated areas at Sierra Beach at Belton Lake.

(4) FH has numerous swimming pools included indoor pools. Encourage personnel to use them and to stay away from unauthorized swimming areas.

l. Seasonal hazards such as swimming, boating, hunting, cold weather, carbon monoxide poisoning, etc., during the appropriate season.

m. Hazards Associated with Assigned Duties. This portion must be developed by unit commander/section chief, etc.

n. Conclusion. Remind personnel that accident prevention is everyone's responsibility and must be practiced at all times, both on and off duty. Also stress that unsafe acts and conditions noted should be immediately reported to commanders/leaders.

Appendix E
HAZARD COMMUNICATION PROGRAM

Program Elements.

a. **Training.** Personnel (military and civilian) occupationally exposed to hazardous materials will be trained using the DoD Federal Hazard Communication Training Program that is available through the organization's HMO. A DD Form 1556 will be completed on personnel attending the training program and will be maintained in their personnel files.

b. **Inventory.** A current hazardous material inventory will be maintained at each worksite. The inventory will be updated as new products are obtained and old products are discontinued. A copy of this inventory as well as updates will be provided to the III Corps Safety Office through the organization's HMO. The inventory will contain the following information:

(1) National Stock Number (NSN). If NSN is not available, include name and address of manufacturer.

(2) Name of product as it appears on the label.

(3) Exact location site.

(4) Quantity on hand such as 5-1 gallon cans.

c. **MSDSs.** An MSDS for each hazardous chemical will be maintained at the worksite and will be accessible to employees. MSDSs may be obtained by providing a current inventory through the HMO to the III Corps Safety Office. MSDSs may occasionally be found packed with the product. A copy of the MSDSs found packaged with the product will be forwarded to the III Corps Safety Office, bldg 1001.

d. **Labeling of Hazardous Chemicals.** Hazardous chemicals are required to be labeled with the identity of the produce and any appropriate hazard warnings. Manufacturers are required by the OSHA to adequately label containers. Chemical labels will not be altered provided they contain required information. Relabeling will be come necessary should labels be lost or become illegible. The DoD Hazardous Chemical Warning Labeling System, DoD 6050.5-II, requires the use of DD Form 2521 (Hazard Chemical Warning Label), December 1988, when re-labeling chemical containers. Containers into which chemicals have been transferred (transfer containers) will be labeled unless the container is emptied during the work shift in which it was filled.