

UNIT SAFETY AWARENESS SELF ASSESSMENT CHECKLIST

Instructions: Complete the questionnaire below on your unit. **Check the block for NO ANSWERS ONLY.** Answer all questions honestly; focus on safety of soldiers in the conduct of operations and training both at home station and at frequently used IDT and AT training sites.

- As a commander do you participate actively in unit safety awareness activities?
- Do you discuss unit accident experience and accident prevention measures with soldiers?
- Do you discuss hazard identification, risk assessment, and other aspects of risk management applied to all training activities?
- Do you conduct and encourage on the spot safety corrections during the conduct of training?
- Do you emphasize POV safety issues, such as seatbelt use and recent POV accident history?
- Do you require your junior officers to conduct safety classes for subordinates?
- Have you developed a unit safety program and SOP?
- Do you monitor and supervise safety-training activities?
- Have you reviewed driver selection procedures and a unit Driver Training Program?
- Have you conducted risk management procedure training for your junior officers and NCOs?
- Do you monitor and supervise first line leaders during safety instruction and training?
- Have you ever conducted a safety survey of your unit to ensure the unit safety program has been implemented?
- Have you appointed an Additional Duty Safety Officer at Battalion Level and/or Additional Duty Safety NCO at lower unit levels in all units?
- Have you conducted safety classes on missions or training that will occur away from your home station armory?
- Do you periodically review qualifications of personnel for assigned positions?
- Do you periodically review qualifications of personnel who are designated to perform range safety positions?
- Do you require safety briefings prior to convoy operations?
- Do you require that safety requirements for vehicle movement under tactical conditions occur prior to execution of operations and training?
- Has your Additional Duty Safety Officer briefed you or Noncommissioned Officer (ADSO/NCO) on updates required in the unit safety program and publications?
- Do you conduct, or require the conduct of safety in brief for new personnel?
- Have you reviewed ammunition and explosives safety, transportation and storage requirements at Installations where your unit frequently trains?

- Have you ever inspected the fire equipment on your vehicles, in your armory and does your unit have emergency exit information visually posted throughout the facility?
- Have you ever reviewed safety requirements for field mess operations, field sanitation conditions and waste disposal in cooperation with medical and environmental personnel?
- Have you ever briefed the unit on POV and motorcycle safety?
- Did your unit ever conduct classes on pedestrian and runner safety, bicycle safety, and troop formation safety?
- Have you ever requested local law enforcement agencies to conduct highway safety seminars or training for your unit?
- When operating in a field environment, do you conduct surveys of bivouac areas to identify and eliminate unsafe conditions?
- Do you require your leaders and equipment operators to use ground guides?
- Is your unit familiar with ground guide and hand signals?
- Have you appointed Combat Lifesavers and provided necessary aid bags to each?
- Do you require all electrical generators and equipment to be properly grounded?
- Do you require PMCS on vehicles and ground support equipment?
- Are your unit arms rooms free of flame producing items, flammable items, and combustible liquids?
- Have you insured that fire extinguishers are available and serviceable?
- Have you established safe speed limits for various road and environmental conditions and do your drivers know them? Are they enforced?
- Do drivers and crewmembers use safety belts when they are provided?
- Do you prohibit soldiers from riding on outside of vehicles?
- Are your soldiers trained to maintain three points of contact while moving about vehicles?
- Are soldiers prohibited from jumping from vehicles?
- Are soldiers trained to ride no higher than nametag defilade when traveling in tracked vehicles?
- Are drivers trained to recognize conditions that lead to rollovers?
- Do you require your crews to conduct rollover drills?
- Do you require equipment to be secured inside vehicles to prevent injury from falling objects?
- Are your drivers trained to give special care to operators-manual tire, track and suspension checks?
- Is horseplay and unnecessary access to the turret from the interior of the vehicles prohibited?

- When in bivouac areas, are vehicle parking areas located away from sleeping quarters to prevent carbon monoxide poisoning?
- Do you mark sleeping areas with white engineer tape or chem. Lights and located away from roads and trails?
- Do you enforce the use of ground guides when moving vehicles into or through an assembly area?
- Do you conduct cold-injury or heat injury safety training in your unit?
- Do you require soldiers to use the buddy system?
- Do you inform soldiers that alcohol consumption increases the risk of cold injury?
- Have you checked to insure that all tactical vehicle drivers have a valid Government Motor Vehicle Operator's Identification Card?
- Have your drivers been trained to drive in adverse weather (ice, snow, fog, rain) and difficult terrain? Blackout drive? NVG's?
- Do convoy commanders brief all drivers, assistant drivers, and senior occupants prior to the march on hazardous areas or conditions to be encountered?
- Do you conduct final checks before convoys to insure vehicle basic issue items, pioneer tools, highway warning devices, and fire extinguishers are present on every wheeled convoy vehicle?
- Do you conduct risk assessments prior to range operations?
- Do you appoint a range OIC for each range, designated to be responsible for the safe conduct of training for each unit using a range training facility?
- Do you appoint a range safety officer to assist the OIC during live firing?
- Do you require range OIC and safety officer to receive a range safety briefing and certification from Range Control?
- Do you insure that range safety officers are assigned no additional duties or responsibility other than supervision of weapons firing?
- When planning for range operations, do you check to insure that designated safety officers thoroughly know the weapon system being fired and the safety requirements associated with it?
- Do you require that range OIC's have a copy of the TM for the weapon being fired available?
- Do you require that all personnel on the range be familiar with medevac procedures, cease-fire procedures, duds, prohibited downrange areas and adjoining ranges and facilities?
- Do you require medical personnel with vehicle and equipment (aid bag, litter) is present and briefed as to the best route to the nearest hospital?
- While using a firing range, do you require OIC's and Safety Officers to be present during briefings and firing?
- Do you require OIC's and safety officers ensure that all weapons are cleared of ammunition?

- When firing indirect fire, do you require a separate individual in the supervisory chain of command to ensure that safety procedures are performed?
- Are your Artillery and Mortar safety officers and NCOs certified on the weapons being fired?
- Do you require safety officers have a copy of the indirect fire safety data available?
- During the conduct of your Quarterly and Monthly training meetings, do you require the command assess various training mission elements to determine those with the greatest risk potential?
- Do you focus or target training operations to integrate safety into the concept and planning stages?
- Do you attempt to identify top priority hazards to range and installation control agencies?
- Do you concentrate your risk or hazard identification measures in the pre operational phases of training?
- As the commander, do you and your staff routinely consider risk control options (human factors, procedures and materiel)?
- Have you trained subordinate leaders to conduct small unit risk assessments?
- Have you provided leaders with practical risk acceptance guidelines?
- Do you require risk decisions to be made at the lowest possible leader level consistent with the risk?
- Do you have risk controls integrated into SOP's, job aids, training tasks, METL's, and other individual and unit guidance?
- Are leaders at all levels provided essential risk and hazard recognition training?
- Do you assess the effectiveness of controls periodically?
- Do you and your subordinate commanders punish "gamblers" and protect prudent risk takers regardless of the outcome of the training operation?
- Do you incorporate risk management performance in job standards and other performance evaluation criteria (AAR's)?
- Do you conduct periodic shop-maintenance inspections?
- Have your trained supervisory personnel and other leaders in risk management techniques?
- Does your unit safety SOP cover the following and take into consideration all conditions related to the specific operations of the unit?

- Fire prevention?
- Equipment operations?
- Moving hazardous materials?
- Personal protective clothing and equipment?
- Explosives/weapons safety?
- Carbon monoxide?
- Electrical/tool safety?

- Do you require all personnel to be briefed on their individual responsibilities to follow all safety instructions, to perform to standard, and to use all safeguards incident to the use of tools, machinery, equipment, weapons and processes?
- Do the unit safety officers or NCO, supervisors and leader personnel conduct safety inspections?
- Do you require and conduct regular safety meetings in your command?
- Do you require supervisors to orient new personnel? Teach safe practices? Enforce rules and regulations? Investigate accidents? And ensure unsafe conditions are corrected?
- Do you require individuals to: Follow established safety rules and procedures? Correct or report unsafe conditions? Report all accidents? Warn others of hazards? Use protective devices when required?
- Do you require conduct of Pre Marksmanship Training prior to any live fire training?
- Are your soldiers trained to consider weapons as loaded at all times and to check chamber often?
- Do you require strict control of weapons and ammunition during range operations?
- Do you require safety officers to conduct immediate action drills for misfire/weapons malfunctions?
- Have you established laser safety procedures and allow only trained personnel to use them?
- Do you require your units to conduct Mortar Gunners Examinations annually?
- Do you require your units to conduct Field Artillery Gunners Examinations annually?
- Have you ever conducted a range OIC or range Safety Officer/NCO training program?

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