



DEPARTMENT OF THE ARMY
HEADQUARTERS, FORT DEVENS
31 QUEBEC STREET
FORT DEVENS, MASSACHUSETTS 01434-4424

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06 May 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Garrison Fort Devens Policy Memorandum #7 Safety and Occupational Health

1. REFERENCE:

- a. Army Regulation 385-10, 27 November 2013.
- b. DA Pamphlet 385-10, dated Rapid Action Revision (RAR), 19 January 2010.
- c. DA Pamphlet 385-40, dated Rapid Action Revision (RAR), 25 February 2010.
- d. Army Techniques Publication (ATP) 5-19, Risk Management, 14 April 2014.

2. APPLICABILITY: This policy memorandum applies to all personnel assigned to U.S. Army Garrison Fort Devens.

3. PURPOSE: To provide guidance to safeguard and preserve Army resources within United States Army Garrison Fort Devens, including Soldiers, Army Civilians, and Army property against accidental loss. It establishes risk management (RM) as the Army's principal risk reduction methodology and ensures regulatory and statutory compliance. It provides for public safety incident to Army operations and activities.

4. RESPONSIBILITIES:

a. Commanders and Command Sergeant Majors will ensure that appropriate Safety programs and procedures are in place and ensure safety issues (military and civilian) are addressed and reported as outlined in AR 385-10. All incidents; mishaps, near misses and hazards will be reported immediately after occurrence but no later than the next duty day to supervisor or United States Army Garrison Fort Devens leadership for appropriate review and action. A copy of all mishap reports filed must be forwarded to the United States Army Garrison Fort Devens Safety office for trend analysis and further reporting to the United States Army Combat Readiness Safety Center.

b. Accident reporting. All Abbreviated Ground Accident Report (AGAR) will be reported through their respective chain of command, will be reviewed by the United States Army Garrison Fort Devens Safety Office, and signed by the unit commander and/or safety representative, the senior officer that is in charge or civilian directorate of the facility. The AGAR must be turned to the U.S. Army Garrison Fort Devens Safety office within 14 days from the date of the accident in order for proper review and submission to the Combat Readiness Safety Center in the required time IAW DA PAM 385-40.

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c. Public, Family, child and youth, and recreational safety programs are an essential part of the Army Safety Program that must continually heighten accident prevention awareness during all on-duty and off-duty recreational programs for Soldiers, Civilians, and their Families. Sports and recreational activities continue to rank high as a major cause of accidental injury. We must remain decisively engaged in ensuring that Soldiers avoid risky behavior. Soldiers are required to complete the TRIPS Risk Assessment Tool (AKO log in required) at <https://safety.army.mil/TOOLS/TravelRiskPlanningSystemTRiPS/tabid/630/default.aspx> for all planned motor vehicle trips before going on an extended weekend, pass, leave, or TDY.

d. Procedures will be developed and implemented at all levels of the Army to ensure that Soldiers have applied RM to their leave, pass, TDY, or PCS travel plans which involve driving out of the local area, as determined by the commander.

e. Supervisors will review Civilian TDY and PCS planning, consult with them on their plans, and work with each of them to reduce any unacceptable risk.

5. Using portable headphones, earphones, ear, or other listening devices while walking, jogging, running, skating, skateboarding, and bicycling, including pocket bike, MC, or moped, on DOD installation roads and streets, or adjacent to roadways or roadway intersections, is prohibited.

a. Usage of portable headphones, earphones, or other listening devices is authorized to be used ONLY on the physical training running track behind Garrison Headquarters. If for any reason the individual leaves the designated track route the headphones will not be worn.

6. Safety Awards Program. Battalions, or equivalent, that have completed 12 consecutive months without experiencing a Soldier/unit Class A or B accident, have 100-percent completion of CRM training, and completion of the Army Readiness Assessment Program (ARAP) within the last 24 months at the time of submission are eligible for the Army Safety of Excellence streamer.

7. Our Soldiers, Civilians, and their families are our most precious resources. This demands our commitment to reduce risks to their safety through all reasonable measures. We must ensure that safety and risk management considerations are embedded in all official and unofficial events.

8. POC for this memorandum is the United States Army Garrison Fort Devens Safety Office at DSN 256-2441.


STEVEN F. EGAN
LTC, MP
Commanding

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