DEPARTMENT OF THE ARMY
HEADQUARTERS, 18TH MILITARY POLICE BRIGADE
CMR 418
APO AE 09058

REPLY TO
ATTENTION OF

AETV-MP-H

15 November 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 18th Military Police Brigade Command Policy Memorandum #8, Safety

1. References:

a. AR 385-10, 29 February 2000, The ARMY Safety Program.

b. FM 100-14, 23 April 1998, Risk Management.

c. USAREUR Regulation 190-1, 06 August 2002, Registering and Operating a POV in Germany.

d. USAREUR Pamphlet 350-205, 01 October 2001, Catalog of USAREUR Institutional Training Courses.

e. USAREUR Pamphlet 385-15, 25 July 2002, Leaders Operational Accident-Prevention Guide.

f. USAREUR Command Policy Letter #3, Safety, 4 May 2003

g. Bell Sends Message #12-04, Summer Safety Campaign, 1 Feb 2004

h. V Corps Safety SOP, 1 August 2001.

i. 18th MP BDE Safety SOP.

2. The unit safety program is a commander's responsibility. Commanders will ensure the following is accomplished:

a. Foster a safety-oriented environment that promotes and rewards both leaders and soldiers for maintaining vigilance in regards to managing risks and maintaining safety during all aspects of mission accomplishment to include off duty and dependent safety.

b. Establish a Safety SOP. Unit Safety SOP will address issues that are specific to the unit or area of operation. Avoid including information that is contained in other guidance when possible.

c. Establish an effective Safe Ride Home Program. Ensure these programs preclude any negative repercussions for soldiers using the program.

d. Appoint a safety officer and NCO per company. Safety personnel will be SOC 40 trained within 90 days of appointment.

e. Ensure that a DA Form 285 (AGAR) is completed for all accidents that result in restricted or lost duty of any soldier or damage to government equipment. Review forms for accuracy and forward copies through the chain of command to the brigade safety office.

f. Notify Brigade Safety of each accident regardless of classification, within 24 hours of the occurrence via email safety@hq18mp.mannheim.army.mil. This notification is in addition to and does not preclude the requirement to conduct and investigation or file a written report.

g. Battalions and companies will conduct Quarterly Safety Advisory Council Meetings, prepare minutes and forward results to the next higher command.

h. All units will conduct and record results of POV inspections. Ensure that ALL vehicles registered to a soldier are inspected. Results will be consolidated and tracked in a manner that will ensure that all soldiers and inspections are conducted on a re-occurring basis. Results of company level POV inspections will be reviewed during CIP and SAV.

i. All units will track driving violation points assessed to soldiers and their family members. This information should be used as a tool to actively fulfill the requirements of USAREUR Policy letter 38.

j. Commanders will enforce USAREUR Policy #38. Surveys will be used to accurately identify soldiers in the High Risk category. Data on the number of High Risk soldiers assigned to the unit and actions taken to reduce the risk of those identified soldiers will be maintained. These results will be reviewed during command inspections and staff assistance visits.

k. Include Telephonic Safety Report notification instructions in each Staff Duty/Charge of Quarters SOP. Include Battalion, Brigade and BSB notification standards.

3. Unit Safety SOPs will direct the exact method each company will use to comply with the requirements of the Army Safety Program and/or other guidance as required. Copies of unit Safety SOPs will be forwarded to the BDE Safety Office for review.

4. Leaders at all levels must take aggressive and proactive measures to protect both soldiers and family members from avoidable risk and safety hazards.

5. POC for this memorandum is the undersigned at DSN 382-5600.

6. "EVER VIGILANT"

JAMES B. BROWN
COL, MP
Commanding

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