Best Practices

Mid-Leave Soldier Check

U.S. ARMY COMBAT READINESS/SAFETY CENTER

https://safety.army.mil

WHO: Family members

WHAT: Remind your spouse to make phone contact with their unit halfway through their leave

WHY: Reinforces Soldiers to do the right thing during leave periods

WHEN: During leave

TIME REQ'D: Less than 5 minutes

HOW:

1. Before you and your Soldier go on leave, ensure that his/her unit has a good contact number (usually a cell), and that you have a good contact number for the unit

2. Note mid-point of leave and put date on the calendar

3. On that day, a family member should have their Soldier make a brief call to their unit:
   - Just checking in to let you know all is well
   - We are in *location* and plan to be back *date*

4. Shouldn't last longer than 3 to 5 minutes

Best Practices

POV Check Ride

U.S. ARMY COMBAT READINESS/SAFETY CENTER

https://safety.army.mil

WHO: Family members

WHAT: Three things: a) Inform Soldier of local driving conditions; b) Have them inspect their POV; c) Check their insurance card

WHY: Gives Family members a chance to discuss local driving rules and conditions with their Soldier and verify their driving capabilities

WHEN: During Soldier's return from deployment or on leave

TIME REQ'D: About an hour

HOW:

1. As Soldier returns home, he/she should be briefed on road conditions, especially changes that have occured since they have been gone

2. Brief your Soldier on local driving conditions, to include at least:
- The roads on post, speed limits and road construction
- Travel times to/from work based on residence, rush hours (if any)
- Congested areas (school zones, road construction)
- Dangerous roads or intersections
- Seasonal weather (dust, wind, rain, fog, snow, ice)
- Night hazards

3. Have your Soldier use the **attached** form to check the following:
- Personal data – licensing on vehicle operated
- Vehicle information
- Insurance
- Driving skills
- Vehicle inspection

POV INSPECTION CHECKLIST

ITEM	WHAT TO CHECK	LOOK FOR KNOWN DEFICIENCIES	CHECK OFF
TIRES	Condition	-Tread depth, wear, weathering, evenly seated, bulges, imbedded objects, cuts, breaks. At least one mm of tread over entire traction surface. *(Using a penny, place it in the tire tread with head facing downward. If the tread does not reach the top of Lincoln's head, there is insufficient tread depth)*	Front Rear
NOTE: No mixing of radial tires and bias tires.			
	Spare tire	Spare tire (inflated), jack, lug wrench	Pass Fail
LIGHTS			
	Head lights	-Both high and low beams operational, cracked, condensation, secured	Left Right
	Tail Lights	-Lenses intact, tail light working when turned on (red)	Left Right
	Brake lights	-Lenses intact, brake light working when brake is applied (red)	Left Right
	Turn Signals	-Lenses intact, left and right turn signals blink (red lights in rear and yellow lights in front)	Front Rear
	Backup lights	-Lenses intact, left and right backup lights work (White Light)	Left Right
	Four-way Flashers	-Lenses intact, left and right turn signals flash/blink at the same time	Left Right
	License Plate Light	-Lenses intact, does light stay on	Front Rear Left Right
WINDSHIELD & WINDOWS & WIPERS			
	Windshield	-Not cracked, broken or scratched to the degree that impairs vision	Pass Fail
	Rear Window	-Not cracked, broken or scratched to the degree that impairs vision	Pass Fail
	Windows	-Windows go up and down, scratched or tinted to the degree that impairs vision	Pass Fail
	Window controls	-Check handles, push electric buttons	Front Rear
	Windshield wipers	-Both wipers are installed on vehicle, windshield wipers work, blades show signs of wear	Pass Fail
MIRROR			
	Mirror Outside	-Missing, cracked	Left Right
	Mirror Inside	-Missing, cracked	Pass Fail
BUMPERS			
	Bumper Front	-Missing, loose, broken	Pass Fail
	Bumper Rear	-Missing, loose, broken, bent in any way to cause a hazard	Pass Fail
BRAKES			
	Brakes	-Foot pedal cannot travel more than half way to floor, does brake light stay on	Pass Fail
	Emergency Brake	-Properly adjusted, check emergency brake by: pull/push emergency brake, apply foot to brake, gently press gas pedal, ensure brake holds vehicle	Pass Fail
Interior			
	Horn	-Does it work	Pass Fail
	Defroster Front	-Ensure hot air blows out above the dash	Pass Fail
	Defroster Rear	-Check light on dash, if in the winter ensure it works by allowing the rear windshield to clear up	Pass Fail
	Emergency equipment	-(OPTIONAL) First aid kit, warning triangle, flashlight, fire extinguisher, blanket, flares, shovel, chains, tools, etc. (Check host nation laws for any additional equipment)	Pass Fail
	Heater	-Ensure heater works	Pass Fail
SEATBELTS Front/Rear	Seatbelt	-Missing, frayed, does not snap	Front Rear
LICENSE/DECALS/INSURANCE			
	State Drivers License	-Expired, missing	Pass Fail
	Installation decal	-Missing, needs replacing	Pass Fail
	License Plate	-Expired, check decal to ensure plate is current	Pass Fail
(License plates match windshield decal (Europe Only)		-Does the operator have valid insurance	Pass Fail
UNDER THE HOOD FLUIDS			
	Brake	-Filled to appropriate level	Pass Fail
	Windshield washer	-Windshield washer fluid	Pass Fail
	Battery	-Check the color indicator on the battery	Pass Fail
	Power Steering	-Filled to appropriate level	Pass Fail
HOSES		-Cuts, cracks, leaks, bulges, chaffing, deterioration	Pass Fail
BATTERY		-Terminals, clean and tight, held down securely	Pass Fail

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https://safety.army.mil

Best Practices

POV Trip Risk Management

WHO: Family members

WHAT: Trip planning using TRiPS

WHY: To reduce the risk of accidents when traveling by POV, which is the number one killer of our Soldiers

WHEN: Before taking a trip, usually during leave, pass or long weekend, and in conjunction with traveling beyond an established mileage limit

TIME REQ'D: Less than 5 minutes

HOW:

1. The process begins with a trip assessment. It is normally conducted online using USACRC Web site link https://safety.army.mil/Tools

Note: *The computer printout you receive upon online completion of TRiPS is NOT the end of the process - but the beginning!*

2. Review trip plans from the printout. Make sure to plan both directions of your trip

3. Ask your Soldier about their realististic travel plans. Items to review can include:
   - Last time they drove a POV
   - Distance to/from destination and time available to do it. Are their driving times realistic?
   - Start/end times for travel each way. Are they traveling during high-risk periods?
   - Amount of rest before (starting fatigue level) and fatigue during travel
   - Other drivers
   - Weather forecast at their starting point and destination
   - Roads (two/four lane, traffic, curviness, mountainous)
   - Vehicle type (SUV, sedan, motorcycle, muscle car), age, condition of vehicle, experience with the vehicle being driven
   - Speeding
   - Inattentiveness, distractions (cell phones, eating, passengers)
   - Seat belts

Note: *Remember, most accidents are due to one or more of these factors: overconfidence, complacency and lack of sufficient training.*

4. Get eye contact, set expectations, & GET

Best Practices

Individual Soldier Risk Assessment

U.S. ARMY COMBAT READINESS/SAFETY CENTER

https://safety.army.mil

WHO: Spouse, parents and other Family members

WHAT: Identify the risk levels of Soldiers and encourage them to engage in appropriate activities that will keep them safe

WHY: This is at the heart of knowing your Soldiers and staying engaged with them in order to keep them safe while at home

TIME REQ'D: About 30 minutes per person per month

HOW:

1. Review the sample Soldier Risk Assessment Packet (attached) and discuss their activities. Have them make adjustments as needed

2. Complete the step-by-step instructions that are located on page 2 of the sample packet (modify as you see fit). The process starts with an assessment of your Soldier. While some areas ask the Soldier to self-report, you should supplement the discussion with your own knowledge and experience with your Soldier

3. The key to the assessment is to understand your Soldier and their risk tendencies. Monitor their behaviors with and intervene as appropriate - with the latter being the most critical. Families cannot simply stand on the sidelines and tolerate unacceptable tendencies or behaviors, especially when they are off duty . . . ENGAGE!

4. This assessment is not a one-time deal, but is an ongoing risk management between Families and their Soldiers

See sample packet

Best Practices

Motorcycle Mentorship Program

U.S. ARMY COMBAT READINESS/SAFETY CENTER

https://safety.army.mil

WHO: Family members

WHAT: Family members can remind Soldiers of what programs are available to coach, teach and mentor bike handling, safe riding and proper attitudes

WHY: The 'master-apprentice' approach to training has worked for thousands of years; it's highly effective at producing skilled behaviors and creating proper attitudes

HOW:

1. An experienced rider, or a leader who rides, can take a less experienced rider or someone with rusty riding skills under their wing and coach, teach and mentor safe riding behaviors

2. This may be a one-on-one relationship or the formation of a club on post. Families may hear about programs while Soldiers are deployed and share this information upon their return

3. The key is to have the more experienced rider structure a sequence of events to impart additional skills or refresh rusty skills and ensure proper attitudes such as:
   - Responsible riding
   - Passing
   - Obstacle avoidance
   - Defensive driving
   - Increasing visibility
   - Proper personal protective equipment
   - Preventive maintenance
   - Night riding
   - Wet pavement
   - Off-road riding
   - Fatigue

4. For additional assistance, log on to https://safety.army.mil/mmp/

Best Practices

Motorcycle/ATV Agreement

U.S. ARMY COMBAT READINESS/SAFETY CENTER

https://safety.army.mil

WHO: Family members

WHAT: Discuss with your Soldier the hazards and safety measures of the activity

WHY: It gets the Family involved with Soldiers' riding. It also helps remind your Soldier that the Family cares

HOW:

1. Review a Motorcycle/ATV Agreement with your Soldier (See example on reverse side)

2. Talk about the hazards of riding and the reasons for wearing the mandatory safety gear and having the proper training (DoDI 6055.4)

3. Cover proper attitudes as they pertain to riding

Note: *most accidents are caused by one or more of these factors: indiscipline, overconfidence, complacency and insufficient training*

See sample agreement

Motorcycle/ATV Operator Requirements and Individual Responsibilities Enforcement

1. Purpose: To provide information on Department of Defense (DOD) and Army (DA) requirements to operate a motorcycle and the methods available to enforce these requirements.

a. Any person who operates a motorcycle on an Army installation must be appropriately licensed to operate a motorcycle on a public highway, (DODI 6055.4, paragraph E3.2.1). Additionally, before operation of any motorcycle (except motorcycles with three wheels or an attached sidecar) on an Army installation, DOD personnel must successfully complete an approved rider or operator safety course, (DODI 6055.2, paragraph E3.2.3). The approved Army Motor Cycle Safety Course will consist of classroom instruction, hands-on training, and successful completions of a hands-on written evaluation, (AR 385-55, paragraph 3-2a(2).
b. All motorcycles and all-terrain vehicles (ATV) operated on a DOD installation must have their headlight(s) on at all times except when prohibited by local law or Status of Force Agreement (SOFA), and have rear view mirrors mounted on the handlebar or fairing, (DODI 6055.4, paragraphs 3.2.5 and 3.2.6). Army requirements reflect the instruction except that Army regulation specifies that motorcycles and mopeds operated or registered on an Army installation must have a rear view mirror on each side of the motorcycle, (AR 385-55, Appendix B, paragraphs B-3c and B-3f).
c. All soldiers, DA civilians in a duty status, and all persons on a DA installation, must properly wear the personal protective equipment (PPE) listed below while operating or riding a motorcycle, (DODI 6055.4, paragraph E3.2.7.1). Army requirements reflect the DOD requirements discussed below except where differences are noted, (AR 385-55, Appendix B, paragraph B-3).

(1) Helmets, certified to meet DOT standards, must be properly fastened under the chin.
(2) Impact or shatter resistant goggles, wraparound glasses, or full-face shield properly attached to the helmet must meet or exceed ANSI Safety Code Z87.1, for impact and shatter resistance. A windshield or eyeglasses alone is not proper eye protection.
(3) Sturdy footwear, leather boots or over-the-ankle shoes must be worn.
(4) A long sleeved shirt or jacket, long trousers, and full-fingered gloves or mittens designed for use on a motorcycle must be worn.
(5) For on-road operations, a brightly colored, outer upper garment during the day and a reflective upper garment during the night. The outer garment shall be clearly visible and not covered. Items may be worn on top of the outer garment, but they must meet same visibility requirement of the outer upper garment.
(6) During off-road operations, operators and riders must use additional PPE, such as knee and shin guards and padded full fingered gloves.
(7) Commanders will ensure motorcycle operators, when entering the installation, are properly licensed, have successfully completed a motorcycle rider course, and are wearing the required personal motorcycle safety equipment.

NOTE: Check with the safety office to get specific state, local, and installation requirements to reflective equipment.

FAMILY ENGAGEMENT KIT

On-Line Resources

U.S. ARMY COMBAT READINESS/SAFETY CENTER

On-Line Tools for the Army Family

https://safety.army.mil

MMP

MOTORCYCLE MENTORSHIP PROGRAM

TRAVEL RISK TRiPS PLANNING SYSTEM

GRAT

GROUND RISK ASSESSMENT TOOL

Privately Owned Vehicle Resources:
www.nhtsa.gov
www.safety.army.mil
www.csgnetwork.com/stopdistcalc.html

Privately Owned Motorcycle Resources:
Selecting: www.motorcycle.com/rider-safety
New Rider: www.amadirectlink.com/roadride/NewRider/startright.asp
Purchasing: www.motorcycle.com/rider-safety
Mentorship Programs:
www.safety.army.mil

Distracted Driving Resources:
www.aaapublicaffairs.com
www.nhtsa.dt.gov
www.d.straction.gov

Aggressive Driving Resources:
www.nhtsa.gov/Agressive

Fatigue/Driving Drowsy Resources:
www.sleepfoundation.org
www.drowsydriving.org
www.fatiguecalculator.com.au/

Alcohol-Related Driving Resources:
www.cdc.gov
www.nhtsa.gov

Boating/Water Vessel Safety Tips Resources:
www.uscgboating.org
www.safeboatingcouncil.org/

Safe Walking Tips for Pedestrian Resources:
www.nhtsa.dot.gov
www.safety.army.mil

Weapon Safety Practices Resources:
www.hunter-ed.com
www.nrahq.org/education/guide.asp
www.safety.army.mil

Safe Sporting Practices:
www.sportssafety.org/

Sleep Difficulty Resources:
www.sleepfoundation.org
www.sleepassociation.org/
www.sleepapnea.org/

Depression and Other Mental Illness Resources:
www.nimh.nih.gov
www.nami.org
www.apa.org

Suicide Prevention Resources:
www.armyg1.army.mil/hr/suicide/default.asp
www.afsp.org/
www.nlm.nih.gov

Posttraumatic Stress Disorder (PTSD) Resources:
www.ncptsd.va.gov/ncmain/ncdocs/fact_shts/fs_what_is_ptsd.html
www.battlemind.org
www.nlm.nih.gov

Mild Traumatic Brain Injury (mTBI) Resources:
www.cdc.gov/ncipc/tbi/TBI.htm
www.militaryonesource.com/

Financial Stress/Family Bonding Resources:
www.stress.org
www.stress.about.com
www.militaryonesource.com/
http://www.health.com/health/

Other Useful Resources:
www.armywell-being.org
www.tricare.mil/
www.defenselink.mil