



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, 3<sup>rd</sup> Battalion 381<sup>st</sup> Regiment (TS)  
310 Armed Forces Drive  
GRAND PRAIRIE, TEXAS 75051

REPLY TO  
ATTENTION OF

AFKR-TTC-BD-DBN

27 April 2004

MEMORANDUM FOR ALL PERSONNEL

SUBJECT: Battalion Policy Letter #5: Safety Policy

1. References:

- a. AR 385-10, The Army Safety Program (w/ Change 1), 23 May 1988
- b. FM 100-14, Risk Management, 23 April 1998

1. Safe operations are the responsibility of every member of the 2<sup>d</sup> Brigade, 75<sup>th</sup> Division. Safety must be a concern of, and for all members of this unit, not only during training but also during travel to and from work and field locations.
2. Risk management is an excellent tool to prevent accidents and a requirement for each operation. The Army's goal is "to make risk management a routine part of planning and executing operational missions." – GEN Dennis Reimer, 1995. Risk management is not a safety program; rather, safety is a by-product of effective risk management. I can not emphasize enough the importance of operational planners incorporating the risk management process into their Military Decision Making Process, Troop Leading Procedures, etc.
3. Whether for mission or leisure, no individual will drive more than 10 continuous hours in a 24-hour period. Individuals will not drive unless they have had at least 8 consecutive hours of rest within the last 24 hours. Only properly licensed drivers will operate 2<sup>d</sup> Brigade, 75<sup>th</sup> Division vehicles. Training will normally not end early due to inclement weather, but travel from the training site may be delayed due to poor road conditions. No one will be criticized for staying TDY for an extended period due to poor weather conditions.
4. Do not get in a hurry to get home. Finally, supervisors will conduct safety briefings prior to each long weekend, as a minimum. People accomplish our mission: let's keep them safe.
5. Ready and Alert!

AFKR-TTC-BD-DBN

SUBJECT: Battalion Policy Letter #5: Safety Policy

FERNANDO GUTIERREZ  
LTC, QM  
Commanding