

<b>V Corps General Purpose Checklist</b>		<b>Date(s) of Inspection</b>	<b>App A11 Pg. 1 of 5</b>	
<b>Functional/Subordinate Area:</b>		<b>Rating</b>	<b>Checklist Effective Date:</b>	
<b>Safety</b>			<b>29 July 2002</b>	
<b>Inspecting Office/Agency:</b>		<b>Unit:</b>		<b>Inspector Name/ Phone:</b>
<b>ACofS, G1</b>				
<b>Item</b>			<b>YES</b>	<b>NO</b>
<b>PROGRAM ADMINISTRATION:</b>				
1. Is the unit safety manager or the unit safety officer / NCO appointed on orders down to company/detachment level and is a copy maintained on file of the next lowest level? (AR385-10 para 2-1).				
2. Has the unit safety officer/NCO attended the USAREUR Safety Officer/NCO Course (SOC 40)? (USAREUR Pam 350-205).				
3. Has a Command Safety Council been established and does it meet the following requirements? (AR 385-10, para 2-1) (V Corps Safety Program SOP).				
a. Does the Safety Council meet quarterly?				
b. Are minutes maintained on file?				
c. Are minutes of subordinate unit brigade/battalion Safety Council Meetings on file?				
4. Does the unit have a current Safety Program SOP or is the Safety Program included in the unit SOP? How is the safety program monitored? (AR 385-10 para 2-2, V Corps Safety Program SOP).				
5. Are safety inspections conducted annually, and are they a part of the Command Inspection Program? Are reports maintained on file? (AR 385-10)				
6. Does the unit (1AD/1ID/3COSCOM/30MED/130ENG) have a safety awards program established and how is it implemented? (V Corps Safety Program SOP)				
7. How does the unit participate in the V Corps Safety Awards Program? (V Corps Safety Program SOP, section VIII)				
8. Are the following V Corps Safety Office items on hand (hard copy or electronic)?				
a. Safety Policy Memorandums (V Corps and USAREUR)?				

Item	YES	NO
<ul style="list-style-type: none"> <li>b. Safety Alerts?</li> <li>c. Safety Lesson Learned?</li> <li>d. Safety Holiday Memorandum?</li> </ul>		
10. Are safety organizational files established? (AR 385-10)		
11. Does the safety reference library consist of the above listed safety publications? (V Corps Safety Program SOP)		
<ul style="list-style-type: none"> <li>a. AR 11-9, Army's Radiation Program, 28 May 99.</li> <li>b. AR 11-34, Respiratory Protection Program, 15 Feb 90.</li> <li>c. AR 200-1, Environmental Protection Enhancement, 21 Feb 97.</li> <li>d. AR 385-10, The Army Safety Program, 29 Feb 00.</li> <li>e. AR 385-40, Accident Reporting and Records, 1 Nov 94.</li> <li>f. AR 385-55, Prevention of Motor Vehicle Accident Prevention, 12 Mar 87.</li> <li>g. AR 420-90, Fire and Emergency Services, 10 Sep 97.</li> <li>h. AR 600-55, Army Driver and Operations Standardization Program, 31 Dec 93.</li> <li>i. DA PAM 385-1, Small Unit Safety Officer/NCO Guide, 22 Sep 93.</li> <li>j. DA PAM 385-40, Accident Reporting and Records, 1 Nov 94.</li> <li>k. USAREUR Reg 55-4, Joint Transportation of Hazardous Material, Draft.</li> <li>l. USAREUR Reg 200-1, Environmental Quality Program, 09 Dec 93.</li> <li>m. USAREUR Reg 385-2, Water Safety, 15 Mar 95.</li> <li>n. USAREUR Reg 385-7, Respiratory Protection Program, 29 Feb 00.</li> <li>o. USAREUR Reg 385-10, Implementation of the Hazard Communication Program, 10 Dec 92.</li> <li>p. USAREUR Reg 385-12, Radiation Protection Program, 11 Sep 90.</li> <li>q. USAREUR Pam 385-15 Leaders Guide for Tactical Exercise Safety.</li> </ul>		

- r. V Corps Safety SOP, 18 Feb 98.
- s. Final Governing Standards (FGS), 21 Aug 95. (revalidated Jun 97).
- t. Overseas Environmental Baseline Guidance Document (OEBGD).

#### **RISK MANAGEMENT:**

1. How are risk management procedures incorporated into all training, operations and plans to identify and control hazards? (AR 385-10 para 1-5 (b), UR PAM 385-15, FM 100-5.)
2. What procedures/systems are used to ensure that leaders (officers/NCOs) are familiar with risk management procedures and techniques? (UR PAM 385-15.)
3. Is the MSC Safety Professional/Officer aware of resources in obtaining risk management training and Is risk management training made available to unit personnel?
4. How does the command implement and monitor USAREUR Command Policy Letter #32, Vehicle Safety During Pass and Leave Periods?

#### **ACCIDENT REPORTING AND RECORDING:**

1. Are accident reporting procedures established within the command (on and off-duty)? (AR 385-40, DA PAM 385-40, V Corps Safety Program SOP, V corps Memorandum AETV-CG, Subject: Accident Prevention and Risk Management, dtd 20 Mar 00)
2. Are accident reports forwarded to the V Corps Safety Office within the timelines identified in the V Corps Safety SOP? (V Corps Safety Program SOP)
3. Are copies of all accident reports maintained on file? (AR 385-40)
4. Is a quarterly summary of recordable accidents completed and submitted to the V Corps Safety Office? (V Corps Safety Program SOP)

#### **FIRE PREVENTION PROGRAM:**

1. Are procedures in place to ensure building managers are appointed in writing and fulfilling their duties? (AR 420-90)
2. Are fire wardens designated and is the list provided to the community fire chief? (AR 420-90)
3. Has the unit established a written tactical fire prevention program? (V Corps Safety SOP, section XI)

**OCCUPATIONAL HEALTH PROGRAM:**

1. Does the command have a written respiratory protection program and procedures to ensure implementation? (AR 11-34, USAREUR AEAGA-S Memo dtd 13 Oct 97)
2. Has the commander appointed in writing a respiratory protection monitor? (USAREUR AEAGA-S Memo dtd 13 Oct 97)
3. Has the commander requested a health hazard survey be performed by the ASG Industrial Hygiene Office and the local BSB Safety Office? (AR 385-10, Chap 4)
4. Is an annual Standard Army Safety and Occupational Health Inspection (SASOHI) conducted by the local BSB Safety Office and is a written report maintained on file? (AR 385-10, Chap 4)

**ENVIRONMENTAL PROTECTION PROGRAM:**

1. Has the commander appointed, in writing, and Environmental/Hazardous Material/Hazardous Waste (E/HM/HW) Coordinator (Officer and NCO) and are they trained? (AR 200-1, UR 200-1)
2. Has the E/HM/HW Coordinator implemented a SOP for Environmental/Hazardous Materials/Hazardous Waste (AR 200-1, V Corps Safety SOP)
3. Has the E/HM/HW Coordinator implemented a written hazard communication program as part of the SOP? (UR 200-1, UR 385-10)
4. Has the E/HM/HW Coordinator implemented a written Hazardous Waste Program as part of the SOP? (AR 200-1, UR 200-1 and FGS)
5. Has the E/HM/HW Coordinator implemented a written plan for tactical/field operations as part of the SOP? (UR 200-1 (section 14-8), FGS, OEBGD, SOFA's, treaties and international agreements)
6. Has the E/HM/HW Coordinator implemented a written spill contingency plan as part of the SOP? (AR 200-1 (section 3-3) and UR 200-1, chapter 8)
7. Is required training for all personnel who use, store, transport or manage HM/HW conducted and documented? (AR 200-1 and UR 200-1)
8. Does the command have a representative actively serving on the Environmental Quality Control Committee (EQCC) and are copies of minutes kept? (UR 200-1)
9. Does the appointed E/HM/HW Coordinator have a working relationship with the local BSB Environmental Management Office?

**RADIATION SAFETY PROGRAM:**

1. Is a Local Radiation Safety Officer (LRSO) appointed? (AR 11-9 and UR 385-12)
2. Is the LRSO trained? (UR Reg 385-12)
3. Has an inventory of radioactive sources been completed? (AR 11-9, para 1.4k, Reg 385-12, Para 6)
4. Is the Radioactive Inventory List provided to V Corps Headquarters and the local BSB Safety Office? (UR Reg 385-12)
5. Are procedures for radiation safety established? (V Corps Safety SOP, Part VI, UR Reg 385-12, Para 6)