

**1ID PAM 1-201
COMMAND INSPECTION CHECKLIST**

FUNCTIONAL AREA: Safety	CHAPTER: 4 SECTION: A	DATE OF REVISION: 1 SEP 02
PROPONENT/PHONE NO: DIV Safety 350-6311	PROGRAM/ACTIVITY/TOPIC (PAT) Safety	UNIT INSPECTED/DATE:

ITEM	GO	NO-GO
<p>A. Discussion: The commander's role in accident prevention is an inherent responsibility of command, the exercise of which encompasses the conservation of resources necessary to accomplish the mission. Commanders must personally lead the accident prevention effort, for they alone can provide the necessary motivation to ensure an effective program. Commanders must establish objectives and policies which will influence the effectiveness of the accident potential without impeding the conduct of the assigned mission. The inspection is conducted by reviewing unit safety files for accuracy and completeness, discussion with safety personnel on program procedures and visual inspections of unit areas.</p> <p>B. Specific Questions: <u>Unit Safety Program Management</u></p> <ol style="list-style-type: none"> 1. Are the following safety publications on hand and accessible to all personnel: <ol style="list-style-type: none"> a. 1ID Regulation 385-1 b. USAREUR 385-15 c. AR 385-10 d. AR 385-40 e. DA PAM 385-1 2. Does the unit maintain safety program management files IAW the Military Records Keeping System (MARKS)? 3. Are the safety program management files maintained as a minimum for 2 years? 4. Has a Safety Officer/NCO being appointed in writing to perform required safety and accidents prevention (E6 and above at company level, commissioned officer at battalion or higher level)? 5. Has the unit Safety Officer/NCO attended the (SOC 40)? If not, has the SOC 40 training been requested in writing? 6. Are certificates of training on file? 7. Does the unit have an approved safety SOP with Annexes for the following areas? <ol style="list-style-type: none"> a. Safety Awards b. Fire Prevention c. Hearing Conservation d. Radiation Protection e. Respiratory Protection 		

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<p>f. Drivers Training g. Maintenance Safety (Garrison & Field) h. Tactical and Field Safety i. Off-Duty Safety</p> <p>8. Has the commander appointed unit safety and health council members in writing?</p> <p>9. Is the unit conducting quarterly safety council meetings and forwarding a copy of the minutes to Division Safety ? (Battalion to Brigade to Division)</p> <p>10. Has the unit conducted quarterly safety inspections and surveys of all activities? and facilities?</p> <p>11. Has the unit requested a Safety Occupational & Health Inspection (SOHI)?</p> <p>12. Does the unit commander ensure that all accidents resulting in injuries, occupational illness and property damage are reported, investigated, and recorded? Are accident reports kept on file?</p> <p>13. Are accident reports (DA Form 285-AB-R, AGAR) forwarded to Division Safety within 10 working days?</p> <p>14. Does the commander review accident reports to ensure they are completed properly?</p> <p>15. Does the commander/safety officer periodically review accident reports (DA Form 285) to determine trends and systemic problems within the unit?</p> <p>16. Have work orders been submitted to correct safety deficiencies?</p> <p>17. Does the unit have a pre-accident plan in writing (i.e. required actions, chain of command notification, emergency-response-team actions in the event of an accident)?</p> <p>18. Do all newly assigned personnel receive new personnel safety orientation briefings within 48 hours after arrival in the unit?</p> <p>19. Is the safety orientation documented and on file for each soldier?</p> <p>20. Does the orientation include as a minimum, POV/AMV safety, weapon safety, fire safety, hearing conservation, accident reporting, and local hazards?</p> <p>21. Does the unit conduct safety briefings within 72 hours prior to the beginning of every three or four-day holiday period?</p> <p>22. Does the unit have all IID Safety Notes/Safety Alerts posted?</p> <p>23. Is the requirement for wearing protective clothing and equipment mandated in the unit Safety SOP?</p>		

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<p><u>Safety Awards Program</u></p> <ol style="list-style-type: none"> 1. Has the unit developed and established their own awards SOP? 2. Are nominations for safety awards made for individuals who make outstanding contributions to accident prevention? 3. Does the unit recognize drivers/operators with accident-free operation of wheeled, tracked, TMP, and special purpose vehicles? 4. Are Certificates of Merit for Safety issued to soldiers receiving safety awards? 5. Are safety achievements recorded on the DA Form 348 for drivers receiving safe driver awards? 6. Are soldiers issued safety mementos (safety mugs, hats, pin sets etc.) with the Safety Certificate of Merit? 7. Are the safety awards presented at an appropriate formation/ceremony? 8. Are records of awards kept on file? <p><u>Unit Fire Prevention</u></p> <ol style="list-style-type: none"> 1. Has a Fire Marshall been designated in writing? (Additional Duty Orders). 2. Is the unit Fire Marshall familiar with the Fire prevention regulations and his duties and does he knows which Army regulation covers Fire Prevention. 3. Does the unit conduct monthly fire inspections? 4. Are corrected actions documented and maintained on file? 6. Are the proper types of fire extinguishers placed in designated locations? Are they inspected monthly for serviceability? 7. Are fire points operating instructions in both English and German? Are the fire extinguisher points kept free of obstructions? (USAREUR SUPP 1 to AR 420-90) 8. Are electrical appliances free of splices and/or fray? <p><u>Hearing Conservation Program</u></p> <ol style="list-style-type: none"> 1. Does the unit have a copy of the latest Hearing Conservation Guidelines? 2. Has a Hearing Conservation Officer/NCO been designated in writing? (Additional Duty Orders) 3. Are all personnel enrolled in the Hearing Evaluation Automated Registry System (HEARS)? 		

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<p><u>Radiation Protection Program</u></p> <ol style="list-style-type: none"> 1. Is there a unit Radiation Protection SOP? 2. Has a unit Radiation Protection Officer/NCO been designated in writing? 3. Has the unit's Local Radiation Protection Officer/NCO been formally trained in a USAREUR 16-hour LRPO Course,? If not, is there a memorandum with class dates requested and kept on file? <p><u>Respiratory Protection Program</u></p> <ol style="list-style-type: none"> 1. Is there a unit comprehensive Respiratory Protection SOP? 2. Does the unit have a copy of the latest Respiratory Protection Guidelines? 3. Has a unit Respiratory Protection Officer/NCO been designated in writing? 4. Are respirators assigned and fit tested to individual personnel for their Exclusive use? 5. Are respirators selected on the basis of hazards to which personnel are exposed? 6. Have all personnel who's job requires the wearing of respiratory protection, been medically certified and trained in respirator use, care and maintenance? <p><u>Mandatory Training</u></p> <ol style="list-style-type: none"> 1. Are all leaders receiving annual risk management training? Is the training documented? 2. Has risk management been incorporated into all unit-training activities? Are leaders at all levels, to include squad leaders, receiving risk assessment/management training to assist them with the recognition and elimination of hazards? (i.e. training schedules, safety briefings, OPORDs). 3. Has Water Safety Training been conducted NLT 30 May of each year, documented and kept on file for one year? (1ID REG 385-1) 4. Does the unit ensure that authorized swimming areas for each community are posted in a location accessible to all unit members to include sponsors and dependents NLT 20 May of each year ? (Authorized swimming areas can be obtained by the BSB) 5. Has Warm Weather training been conducted NLT 1 June of each year, documented, and kept on file? (1ID REG 385-1) 6. Has Cold Weather training been conducted NLT 15 Oct of each year, documented, and kept on file? (1ID REG 385-1) 		

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<p>7. Has Carbon Monoxide training been conducted NLT 15 Oct of each year, documented, and kept on file? (11D REG 385-1)</p> <p><u>Motor Pool Safety</u></p> <ol style="list-style-type: none"> 1. Are periodic formal safety inspections conducted by the unit safety officer/ NCO? Are they documented? (11D REG 385-1) 2. Are personnel utilizing specialized equipment, licensed for the specific piece of Equipment (i.e. steam cleaners, heaters, welding & purging equipment, bottled gases, ect.) that they are currently operating? (AR 600-55) 3. Do all mechanics and parts clerks have safety shoes on hand or on order by name and size? (11D REG 385-1) 4. Are Material Safety Data Sheets (MSDS) for all hazardous materials in use readily available and accessible at the work site? (IID REG 385-1) 5. Are maintenance facilities correctly set up and marked IAW 385-30 (Outlets have voltage rating, caution labels, signs & posters)? 6. Is the unit conducting annual inspections on their air compressors? (TB 43- 0151) 7. Are the air compressors marked with the last annual inspection ? (TB 43-0151) 8. Are vehicle pits covered / barricaded when not in use? (AR 385-30) 9. Are the areas around the pit clearly marked " open pit"? (AR 385-30) 10. Are bulk oxygen and acetylene tanks stored separately, secured in place, and shipping caps installed? (IAW AR 700-68) 11. Is there a safety board present, (when required) and is it complete with the required _____ items (i.e., in generator shop or maintenance bays? (IAW TB 385-4) <p><u>Off Duty Safety</u></p> <ol style="list-style-type: none"> 1. Does the unit utilize the POV Tool Box to identify High Risk Drivers? 2. Does the commander take administrative action for repeat offenders? Is the action documented? 3. Does the commander have in place a program to reduce the likelihood of a soldier drinking and driving? 4. Does the commander review driver testing and licensing procedures to ensure compliance with UR 190-1? 		

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<p>5. Does the commander ensure proper planning for safety in the unit sports and recreation program?</p> <p><u>Tactical and Field Training Safety SOP</u></p> <p>1. Does the unit have an approved Tactical SOP (Safety Annex) that covers as a minimum the following areas:</p> <ul style="list-style-type: none"> a. Risk Assessment/Management b. Exercise Safety Officer c. Accident Reporting and Investigation d. Vehicle Movement e. Convoys f. Emergency and Recovery Procedures g. Range Safety h. Tent Heaters i. Rail loading/unloading j. Maintenance operations safety 		
<p>Rating standard (Functional Area: Unit Safety):</p> <ul style="list-style-type: none"> • Commendable: 90% of all items are rated GO. • Satisfactory: 70% - 89% of all items are rated GO. • Unsatisfactory: 69% and below of all items rated GO. <p>Inspector's Comments Mandatory for all NO GO items. (Attach additional sheets if necessary.)</p>		
<p>NOTES:</p>		

VERIFICATION

X _____
Unit POC's Signature, Name Rank, Date

X _____
Inspector's Signature, Name Rank, Date