



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, NATIONAL TRAINING CENTER AND FORT IRWIN  
FORT IRWIN, CA 92310-5000

AFZJ-CG

MAY 31 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: NTC Policy Letter 06, Command Safety Policy

1. **PURPOSE:** To outline the Fort Irwin Policy for Safety Programs, Privately Owned Vehicles (POVs), Motorcycle Safety, Dirt Bike, and All Terrain Vehicle (ATV) Safety.

2. **APPLICABILITY:** This policy applies to all Soldiers (on and off the installation), family members, Department of the Army (DA) civilians, and contractors.

3. **REFERENCES:**

- a. AR 385-10, The Army Safety Program, Rapid Action Revision (RAR), 04 Oct 11
- b. FORSCOM 385-1, Forces Command Safety Program, 01 May 11
- c. IMCOM 385-10, Safety Program, 1 Jun 10
- d. NTC Regulation 385-10, NTC and Fort Irwin Safety Program, Apr 05

4. **POLICY:** Safety is paramount to the overall success of the National Training Center. Leaders, Soldiers, and the NTC workforce will stay vigilant in support of Safety programs for the protection of all personnel and resources. The principles of composite risk management (CRM) must be applied in all aspects of mission planning, training, as well as other daily and leisure activities in order to maintain our combat readiness. Leaders will set the example by developing a comprehensive Safety program while enforcing safety standards which in turn will mitigate risks inherent to our profession of arms.

5. **REQUIREMENTS:** Commanders, Leaders, and Directorates will administer training, education, and motivation programs in an effort to prevent motor vehicle, motorcycle, and workplace accidents. Such programs will encompass safe operation of motor vehicles, motorcycles, and recreational vehicles. The United States Army Combat Readiness Center (USACRC)/Safety Center provides a mix of mandatory safety online training and distance learning courses at <https://crc.army.mil>.

a. All newly assigned military and DA civilian personnel will receive a Local Area Traffic Safety Orientation within 30 days of assignment to Fort Irwin. Soldiers who are under 26 years of age will complete the Intermediate Drivers Training Course. Courses are offered at the Garrison Safety office.

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b. The Garrison Safety office provides Motorcycle, ATV, and Dirt Bike training to Soldiers. ATV and Dirt Bike training are available to DA civilians, family members and retirees. Commanders are not authorized to waive or defer motorcycle, ATV or Dirt Bike training. Further guidance is found in AR 385-10.

c. The Garrison Safety office provides remedial drivers training that is required for military or DA civilian personnel who, while operating a government motor vehicle, have been convicted of a moving traffic violation or have been determined to have been at fault in a traffic mishap.

d. Leaders will ensure Soldiers complete a POV risk assessment and POV Safety inspection when going on leave, pass, or TDY out of the immediate local area (beyond a 250-mile radius) when operating their POV (at a minimum semi-annually). DA civilians will complete a POV risk assessment when on official government travel. Vehicle inspections will include verification of vehicle registration, insurance, and licensing requirements. Soldiers will use the automated POV risk assessment tool accessed through the USACRC web site.

e. Commander, Leaders and Directorates will ensure that all Officer and Enlisted Evaluation Reports for military leaders as well as Army Civilian Employee performance appraisals for civilian managers and supervisors includes the use of CRM and Health and Safety responsibilities.

f. Commanders will formally recognize Units and Soldiers for outstanding safety achievements.

g. Leaders and Directorates will ensure they are familiar with reporting and response procedures for all classes of accidents.

6. PROPONENT: The point of contact for this policy is NTC Safety Office at (760) 380-5564/6982 and the Garrison Safety Office at (760) 380-7708/1347.



THEODORE D. MARTIN  
Brigadier General, USA  
Commanding

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