



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
THE CHIEF OF STAFF
UNIT 29351
APO AE 09014

AEAGA-S

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Risk Management Assessment Tool for Vehicle Dispatch and Operations

1. References:

- a. USAREUR Command Policy Letter 3, Safety, 6 November 2001
- b. USAREUR Command Policy Letter 9, Safety and Dispatch of Military Vehicles
- c. FM 100-14, Risk Management, 23 April 1998

2. Increasing on duty vehicle accidents resulting in fatalities, injuries and repair costs are a major concern within US Army, Europe. Focusing on accomplishing the basics using leadership tools such as: troop leading procedures, the five paragraph OPORD, the eight step training process, and risk management can ensure successful accomplishment of vehicle missions. One critical tool, which leaders can use to reduce these type accidents, is conducting mission briefs for their soldiers including the relevant safety concerns and controls identified through a simple risk assessment prior to vehicle dispatch. For many leaders, this is done on a routine basis. However, analysis of several recent fatal accidents indicates that risk assessments and the subsequent mission briefings are not occurring for vehicle dispatches and missions.

3. Commanders and leaders can focus their efforts on ensuring risk management is integrated into vehicle operations by using a simple vehicle mission risk assessment tool which identifies typical hazards which contribute to vehicle accidents. How this is done is up to commanders. Some may want to make this tool a part of their normal unit dispatch procedure. Others may want to involve supervisors in the process. The bottom line is to ensure all vehicle missions are assessed for risks and that soldiers get a vehicle mission briefing. A sample vehicle mission risk assessment tool can be found at <http://www.per.hqusareur.army.mil/services/safetydivision/main.htm>. Remember that we **“Lead by and Set the Example”**.

4. Command Policy Letter 3, Safety, identifies command levels authorized to accept particular risk levels. The authorized risk acceptance level should do vehicle mission briefs. For example, a high-risk mission requires battalion-level approval and briefing of the mission. A mission briefing should address the following points, as appropriate:

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- a. Clearly Stated Mission (who, where, when, why, how)
 - b. Commander's Intent
 - c. Weather/Road Conditions
 - d. Route and Rest Points
 - e. Crew rest
 - f. Overall Risk Assessment/Highest Mission Risk
 - g. Emergency POCs and telephone numbers.
5. Mission success demands that leaders assume active roles in preparing our soldiers for success.

ANTHONY R. JONES
Major General, GS
Chief of Staff

DISTRIBUTION:

| MISSION COMPLEXITY | AUTOBAHNS | SECONDARY ROADS | TANK TRAILS | UNIMPROVED TRAILS | CONTROLS |
|---------------------------|------------------|------------------------|--------------------|--------------------------|-----------------|
| Single Vehicle | | | | | |
| Garrison | | | | | |
| Convoy | | | | | |
| Tactical | | | | | |
| Recovery Operations | | | | | |
| | | | | | |

| CONDITIONS OF LIMITED VISIBILITY | DAY | NIGHT | FOG | DUST / MIST | CONTROLS |
|---|------------|--------------|------------|--------------------|-----------------|
| None | | | | | |
| White Lights | | | | | |
| Blackout Lights | | | | | |
| NVG | | | | | |
| NBC Mask | | | | | |

| TYPE VEHICLE | PMCS COMPLETED | NMC? | TC PRESENT | CONTROLS |
|------------------------|-----------------------|-------------|-------------------|-----------------|
| POV | | | | |
| NTV | | | | |
| Tactical Wheeled | | | | |
| Tactical Wheeled 2 ½ T | | | | |
| Tactical Tracked | | | | |
| Recovery Vehicle | | | | |

| DRIVER ENDURANCE | REST IN LAST 24 HRS | CONTROLS |
|-------------------------|----------------------------|-----------------|
| Hours | 8+ | 6-8 |
| Garrison | 1 | 5 |
| Tactical | 5 | 10 |

| DRIVER SELECTION | LICENSE LESS 6 MOS | DURATION OVER 6 MOS | DRIVING LESS 1 YEAR | EXPERIENCE OVER 1 YEAR | DRIVERS BADGE | CONTROLS |
|-------------------------|---------------------------|----------------------------|----------------------------|-------------------------------|----------------------|-----------------|
| Individual | | | | | | |

| | | | | | | |
|------------------|--|--|--|--|--|--|
| Assistant Driver | | | | | | |
| TC | | | | | | |
| | | | | | | |

| | | | | |
|-----------------|------------|-----------|--------|--|
| ROUTE KNOWLEDGE | KNOW ROUTE | STRIP MAP | ESCORT | |
| | | | | |

| Road-Condition Status Characteristics | | | | | | |
|---------------------------------------|------------------|------------------------|----------------------------------|-------------------------|---------------------------|----------------------------------|
| Road Condition | Road Surface | Snow | Ice | Snow Depth | Visibility | Temperature |
| Green 1 | Dry | None or blowing powder | None | None | More than 50 meters | Above 35F (+2C) |
| Amber | Wet | *Packed *Slush | *Patches *Black ice *Slush | *Less than 4 inches | *Between 20 and 50 meters | Between 30F (-1C) and 35F (+2C) |
| Red 10 | *Flooded | *Drifting | *Sheet ice | *Between 4 and 8 inches | *Between 15 and 20 meters | Between 10F (-12C) and 30F (-1C) |
| Black 20 | *Heavily flooded | *Heavy drifting | *Extreme sheet ice | *More than 8 inches | *Less than 15 meters | Less than 10F (-12C) |

*When one or more of the road conditions marked with an asterisk are noted, the corresponding road condition status must be declared.

| | NUMBER (Before Controls) | ADDITIONS OR DEDUCTIONS | ASSESSED NUMBER (After Controls) |
|---------------|-----------------------------|----------------------------|--|
| COMPLEXITY | | | |
| TYPE VEHICLE | | | |
| NIGHT LIGHTS | | | |
| DVR ENDURANCE | | | |
| DVR SELCTION | | | |
| WEATHER | | | |
| ROAD CONDITN | | | |
| TOTAL | | | |

| | | | |
|-------------------------------------|-----------------------------|-------------------------------|--------------------|
| 40 OR MORE | 31 TO 40 | 21 TO 30 | 20 OR LESS |
| Extremely High Brigade Commander | High Battalion Commander | Moderate Company Commander | Low NCOIC / OIC |

HAZARDS:

CONTROLS:

ADDITIONAL FACTORS:

- ADD - 10 points if driver is 18-25 years old
- 10 points if mission is returning the morning after a 72 or longer FTX
- 10 points if the vehicle is operating on a circle red X
- 5 points if driver has had an accident or moving violation in last 6 months
- 5 points if driver has less than 3 years experience driving on public roads

- Deduct - 12 points if Driver is 0-3 / W3 / E-7 or above, 8 points if E-6
- 10 points if driver and assistant have driven the route in blackout drive 5 times in last 30 days
- 5 points if chains are used on red or black roads
- 5 points if driver has conducted mission 5 times in last 30 days
- 5 points for detailed mission planning, convoy brief and rehearsal

- ** Amber road conditions require the Company Commander's approval for dispatch
- ** Red road conditions require the Battalion Commander's approval for dispatch
- ** Black road conditions require the Brigade Commander's approval for dispatch

Prepared by: RANK / NAME

SIGNATURE