



Short Safety Subject

Short Safety Subjects are provided by the Public Safety Business Center, Fort Bragg, NC. Our intent is to provide safety topics for the purpose of increasing safety awareness and improving safety performance. Additional Short Safety Subjects are available on the PSBC Business Management Web Site at:

www.bragg.army.mil/psbc-bm/PubsAndForms/ShortSafetySubjects.htm

Pre-Trip Safety Checklist

1. Privately owned vehicle (POV) accidents are consistently the number one killer of soldiers. Every 72 hours a soldier is killed in a POV accident. Can the chain of command do anything about soldiers being killed in off-duty POV accidents? The answer is, **WE CAN** and **WE MUST!**
2. This Short Safety Subject provides a Pre-Trip Safety Checklist that will:
 - a. Remind personnel to ensure trip has been sufficiently planned (time, rest stops, alternate drivers, anticipated weather conditions) to get safely to destination and back.
 - b. Provides a Safety Checklist to ensure safe vehicle operating condition, current insurance, and validity of driver's license prior to driving trip.
 - c. Reminds personnel of important vehicle safety information just prior to planned trip.
3. A Pre-Trip Safety Briefing should be provided to all personnel, soldiers, civilians and cadets prior to long weekends, spring and summer break, holidays and leaves or passes. This Pre-Trip Safety Checklist should be provided to personnel and they should be encouraged to perform a self-inspection of their vehicle prior to departure.
4. As stated earlier **WE CAN** and **WE MUST** aggressively pursue a Safety Program that will decrease accidents that result in injury, death or loss of equipment.

PRE-TRIP SAFETY CHECKLIST

This checklist is designed to be completed for all planned trips outside the immediate local area. It will help individuals ensure drivers and vehicles are safe prior to departure and that the trip has been sufficiently planned (time, rest stops, alternate drivers, anticipated weather conditions) to get safely to the destination and back.

1. TRIP INFORMATION

A. POINT OF ORIGIN TO DESTINATION:

Destination _____

Travel Distance One Way _____

Point of Origin Departure Date & Time _____

Expected Destination Arrival Time _____

Mode of Travel _____

Travel Route Planned in Advance? Yes _____ No _____

If driving POV: number of licensed drivers _____

Planned rest stops/beaks _____

Anticipated Weather Conditions _____

b. RETURN FROM DESTINATION TO POINT OF ORIGIN:

Destination Departure Date & Time _____

Expected Arrival Time at Point of Origin _____

Mode of Travel _____

Travel Route Planned in Advance? Yes _____ No _____

If driving POV: number of licensed drivers _____

Planned rest stops/beaks _____

Anticipated Weather Conditions _____

2. POV INSPECTION CHECKLIST

A. *VEHICLE CONDITION*: Complete the checklist on the next page.

B. *INSURANCE*: Car insurance coverage up to date/current? Yes _____ No _____

C. *DRIVER'S LICENSE*: Current and valid? Yes _____ No _____

VEHICLE SAFETY INSPECTION CHECKLIST

<i>ITEM & CHECK</i>	<i>SATISFACTORY</i>	<i>UNSATISFACTORY</i>
1. HEADLIGHTS: Both high and low beams operational?		
2. BRAKE LIGHTS: Operational, lenses intact?		
3. TAIL LIGHTS: Operational, lenses intact?		
4. TURN SIGNALS & PARKING LIGHTS: Operational front & rear?		
5. FOUR-WAY EMERGENCY FLASHERS: Operational front & rear?		
6. BACKUP LIGHTS: Operational?		
7. LICENSE PLATE LIGHT: Operational?		
8. TIRES: At least 1mm of tread over entire traction surface, free of breaks or cuts? Properly inflated? Spare tire, jack, lug wrench, etc. available? NO MIXING OF RADIAL WITH BIAS TIRES.		
9. WINDSHIELD & WINDOWS: Not cracked, broken or scratched to the degree that impairs vision?		
10. WINDSHIELD & WIPERS: Both wipers present, good blades and operational?		
11. MIRRORS: Outside and inside not cracked?		
12. BUMPERS: Not bent or damaged in-a-way that would be hazardous?		
13. SEAT BELTS: Sufficient number of seat belts for all passengers? Serviceable?		
14. MOTORCYCLE SAFETY EQUIPMENT (if applicable): Approved helmet, protective clothing, gloves and face/eye protection?		
15. BRAKES: Foot pedal cannot travel more than half way to floor?		
16. BRAKE FLUID: Filled to appropriate level?		
17. PARKING BRAKE: Adjusted to prevent movement when engaged?		
18. EXHAUST SYSTEM: Free of leaks?		
19. HORN: Functional?		
20. DEFROSTER: Operational?		
21. EMERGENCY EQUIPMENT: (OPTIONAL) First aid kit, flashlight, warning triangle, fire extinguisher, blanket, flares, shovel, chains, tools, etc.		
22. SAFETY DECAL: Current State Vehicle Safety Inspection.		