



## 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](http://www.bragg.army.mil/psbc-bm/PubsAndForms/ShortSafetySubjects.htm)

### Leave Checklist

**Are you going on leave and planning a long trip? Here are some tips to make sure you ARRIVE ALIVE:**

- Ensure that you get a good night's sleep and start out refreshed, don't leave immediately after working all day.
- Have a road map, flashlight, and tool kit packed and make sure you have a good spare tire and a working jack.
- Pull over every couple of hours to take a break if driving alone, if traveling with others, switch drivers. Don't chance driving while fatigued.
- Allow yourself plenty of travel time in both directions. Don't plan on driving to "beat the clock" to get back just in time to go back to work.
- Make sure you have your leave papers, ID card, license, registration, proof of insurance, adequate funds and phone number for your organization and duty officer.
- If you have small children in the car, ensure they are properly restrained in child safety seats.
- Make sure all passengers are buckled up.
- If fatigue sets in and you're not going to make it back, call for an extension of your leave, tell the duty office where you are and check in to a motel and get some sleep! Don't drive drowsy!

**DON'T DRINK AND DRIVE!**