

PREDEPARTURE SAFETY BRIEFING

PART I.

INSTRUCTIONS

1. Supervisors must ensure that military personnel are reminded, before departing the local area for overnight travel of the hazards involving recreational activities and travel by private motor vehicles.
2. The unit commander, first sergeant, or immediate supervisor will conduct this briefing.
3. Part III, "Travel Itinerary" will be completed by the departing member and reviewed by the unit commander, first sergeant, or immediate supervisor for approval prior to member's departure.
4. Dispose of this form in accordance with the Air Force Records Disposition Schedule.

PART II.

BRIEFING GUIDE

1. Urge the driver to carefully and intelligently plan the trip, allowing time for rest prior to departure and at least every 2 hours while traveling. Travelers should not drive more than 10 hours during any 24-hour period. Strongly encourage travelers to get a good nights sleep (7-8 hours) while traveling.
2. Encourage the traveler to be sure sufficient funds are available to cover expenses. A shortage of funds often leads to exhausting and marathon driving.
3. Encourage the traveler to check the weather forecast for the intended route of travel.
4. Discourage driving during late night hours. Remind the traveler that a very high percentage of drivers on the road after dark are drunk.
5. Stress the value of occupant restraint devices, including child and head rests. Inform traveler that use of restraint devices is mandatory.
6. Stress the importance of vehicle condition; vehicle defects also contribute to mishaps.
7. Discuss the main causes of injury and deaths by vehicle mishaps in AF, which are speeding, fatigue, alcohol, nonuse of occupant restraints, and nonuse of helmets by motorcyclists.
8. Remind personnel to extend safety principles and common sense in planned recreational activities while off duty. Sports and recreational injuries are the leading cause of military injuries in AF. These injuries can be prevented. While there are inherent risks associated with every activity, these can be minimized by performing stretching exercises prior to starting, drinking plenty of fluids during the activity, avoiding overexertion, and stretching after the activity. Know your physical limitations.
9. Discuss the requirement for personnel who plan on engaging in high-risk activities such as flying civil aircraft, hang gliding, skydiving, parasailing, white-water rafting, motorcycle and auto racing, scuba diving, bungee jumping, etc., to inform their immediate supervisor, first sergeant, or unit commander. These personnel will schedule a follow-on briefing with the appropriate individual to discuss the hazards and potential for injuries associated with their activity. Contact an AFWA Safety Representative for extreme sports/activity process sheet.
10. Advise the traveler to contact their unit commander, first sergeant, immediate supervisor or the operations

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