

General Safety Training Requirement	Reference	Interval	Training Source	Remarks
Accident Reporting	Commander's Policy Memo #70	Annually	Supervisor	Supervisor must ensure personnel are aware of the requirement to report accidents and "near misses" through their chain of command to the garrison safety office for appropriate action and follow-up. The USAG Baden-Wuerttemberg and USAG Heidelberg Policy memorandums outline the procedures and timelines for reporting accidents. Source: USAG Baden-Wuerttemberg Website ( <a href="http://www.bw.eur.army.mil/policies.html">http://www.bw.eur.army.mil/policies.html</a> )
Job Hazard Analysis	IMCOM 385-10, para 2-9	Annually	Supervisor	All personnel must have a job hazard analysis conducted. Job hazard analysis is a technique that focuses on the job tasks as a way to identify and mitigate hazards before they contribute to an accident. It focuses on the relationship between the worker, the task, the tool, and the work environment. The analysis must be reviewed annually for currency with the affected employee. Source: USAREUR SharePoint Portal ( <a href="https://portal.eur.army.mil/sites/Safety/SOHALL/risk_assessment/jha/JHAetool/JHAetoolVer 21/Forms/AllItems.aspx">https://portal.eur.army.mil/sites/Safety/SOHALL/risk_assessment/jha/JHAetool/JHAetoolVer 21/Forms/AllItems.aspx</a> )
Accident Avoidance Course	DA PAM 385-10; AER 600-55	Every 4 years	On-Line	The AAC is a component of the Army Traffic Safety Program. All Soldiers, civilian employees and contractor employees who drive Army-owned or leased vehicles must complete the training when they start working for the Army. The course features behavior based instruction that targets aggressive drivers and incorporates an on-the-run risk management tool called A.C.T. (a derivative of Composite Risk management). <b>Refresher training must be completed every four years.</b> German local national employees may watch the Praxisvideo "Defense Fahren" instead of the course. The video is available for checkout at the safety office. Source: Army Learning Management System ( <a href="https://www.lms.army.mil/">https://www.lms.army.mil/</a> ).
Composite Risk Management Training (All Personnel)	Reference	Interval	Training Source	Remarks
Composite Risk Management Basic Course for Soldiers	Commander's Policy Memo #6; AR 385-10	One-Time	On-Line	Soldiers who do not have a completion certificate for the online Composite Risk Management (CRM) Basic Course or have not attended the classroom CRM Basic Course must take the online course. The course takes about 1 ½ hours to complete. Personnel who have completed one of the following courses are not required to complete the CRMBC: Additional Duty Safety Course, Commander's Safety Course or the CRM Operational Course. Source: Army Learning Management System ( <a href="https://www.lms.army.mil/">https://www.lms.army.mil/</a> ).
Composite Risk Management Civilian Basic Course	Commander's Policy Memo # 6; AR 385-10	One-Time	On-Line	Civilian employees (excluding local nations) who do not have a completion certificate for the online Composite Risk Management (CRM) Basic Course or have not attended the classroom CRM Basic Course must take the online course. The course takes about 1 ½ hours to complete. Source: Army Learning Management System ( <a href="https://www.lms.army.mil/">https://www.lms.army.mil/</a> )
Composite Risk Management for Local National	Commander's Policy Memo #6; AR 385-10	One-Time	Classroom	Local National Employees may complete the online Composite Risk Management Civilian Basic or attend the classroom CRM Civilian Basic for LNs. This course is conducted in German and is approximately 2 hours. Source: Contact the Heidelberg Safety Office for times and dates of training courses.
Safety Management Training (All Personnel)	Reference	Interval	Training Source	Remarks
The Employee's Safety Course	Commander's Policy Memo #6; 29 CFR 1960.59	One-Time	On-Line	This course will help employees, excluded local nations, meet the requirements outlined in Title 29 Part 1960.59, Training of Employees and Employee Representatives. Employees who have a completion certificate for the commander's safety course are exempt from this requirement. The course takes about 1 ½ hours to complete. Source: Army Learning Management System ( <a href="https://www.lms.army.mil/">https://www.lms.army.mil/</a> ).
The Supervisor's Safety Course for US Civilians	Commander's Policy Memo #6; 29 CFR 1960.55	One-Time	On-Line	This course is designed for personnel, excludes local nations, who serve as supervisors. This course meets the requirements outlined in Title 29 Part 1960.55, Training for Supervisors. This course takes approx 3 hours to complete. Supervisors who have a completion certificate for the commander's safety course are exempt from this requirement. Source: Army Learning Management System ( <a href="https://www.lms.army.mil/">https://www.lms.army.mil/</a> ).
The Supervisor's Safety Course For LN Civilians (Verantwortung der Führungskräfte bei den US-Gaststreitkräften)	Commander's Policy Memo #6; 29 CFR 1960.55	One-Time	Classroom	This course is designed for personnel serving in supervisory positions. The Army in Europe UK Bund Training course is designed to familiarize supervisors with their duties and responsibilities under German law. The course is held in Mainz, Germany. To register for the course: SOURCE: HQ USAREUR Safety ( <a href="http://www.per.hqusareur.army.mil/SERVICES/SAFETYDIVISION/Training/UK-Bund/UK_BUND_online_registration.htm">http://www.per.hqusareur.army.mil/SERVICES/SAFETYDIVISION/Training/UK-Bund/UK_BUND_online_registration.htm</a> )
The Manager's Safety Course	Commander's Policy Memo #6; 29 CFR 1960.54	One-Time	On-Line	This course is designed for personnel in the managerial, excludes local nations, level of management (i.e. directors, special staff managers, division chiefs). The course meets the requirements outlined in Title 29 Part 1960.54, Training for Top Management Officials. This course takes about 1 1/2 hours to complete. Managers who have a completion certificate for the commander's safety course are exempt from this requirement. Source: Army Learning Management System ( <a href="https://www.lms.army.mil/">https://www.lms.army.mil/</a> ).