DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON, FORT STEWART / HUNTER ARMY AIRFIELD
1791 GULICK AVENUE, BUILDING 709
FORT STEWART, GA 31314

AMIM-SHG-ZA 29 July 2026

MEMORANDUM FOR All U.S. Army Garrison – Fort Stewart and Hunter Army Airfield (FS/HAAF) Personnel

SUBJECT: Garrison Policy Letter #19, Command Safety and Risk Management

1. This letter remains in effect until specifically rescinded or superseded.

2. References:

a. AR 385-10 (The Army Safety and Occupational Health Program).

b. DA PAM 385-10 (Army Safety and Occupational Health Program Procedures).

c. DA PAM 385-30 (Risk Management).

3. The Garrison Commander is the Safety Officer for the US Army Garrison (USAG), Fort Stewart/Hunter Army Airfield (FS/HAAF). Our achievable goal and objective are no loss of life through needless Mishaps. This policy provides guidance and articulates the expectations for Commanders, Directors, and Leaders, both military and civilian, in the execution of safe operations and influencing the personal behavior of our Soldier and Civilian workforce to create a safe environment, on and off duty.

4. Our mission is unique in design and concept. Commanders and Directors are my primary Safety Officers and must incorporate Risk Management (RM) into all aspects of their organization's activities/operations. All Soldiers and Civilians in our workforce must understand and apply RM on a daily basis. Supervisors in the USAG FS/HAAF are expected to know their level of authority in accepting risk, and to make deliberate, conscious decisions congruent with that authority. NO ONE IN THIS ORGANIZATION IS AUTHORIZED TO ACCEPT RISK ABOVE THE "LOW" LEVEL. It is imperative that the ability to execute sound RM throughout the organization is maintained. To ensure knowledge and capabilities are maintained, Commanders and Supervisors will do the following:

a. Ensure all Soldiers and DA Civilians are trained in RM at least once in their career. All personnel will complete the Risk Management Basic Course (2G-F97_DL), and DA Civilians will complete the Risk Management Civilian Basic Course (2G-F104_DL) or its future equivalent. Registration for both courses is available through the Army Training Requirements and Resources System (ATRRS) website: https://www.atrrs.army.mil/selfdevctr/.

b.!All Deliberate Risk Assessment Worksheets must be routed through the Garrison! Safety Office for review 10 business days prior to the event. Send all completed DD Form 2977 DRAWs to the Garrison Safety Office Group email at usarmy.stewart.usag.list.gso-all@army.mil, regardless of the residual risk level.

c.!IAW DA PAM 385-30 Table 4-1, Approval Authority for risk assessments with Low! Residual Risk can be approved by responsible leadership based on the length of the event.

i.! Event Waiver 1 Month or Less: Company Commander or responsible O-3 (GS10/11).
ii. Waiver 1 Month to 1 Year: Battalion Commander or responsible O-5 (GS13/14).
iii. Waiver 1 Year to 5 Years: Brigade Commander or responsible O-6 (GS15).
iv. Exemption Greater than 5 Years: Brigade Commander or responsible O-6 (GS15).

d. All DD Form 2977 Risk Assessments with Residual Risk of Medium will be routed through the Garrison Safety Office through the GSO group email at usarmy.stewart.usag.list.gso-all@army.mil elevated to Garrison Commander for approval.

e. Ensure control measures are adequate and implemented prior to conducting an activity. Post copies of the Deliberate Risk Assessment Worksheet (DRAW) on unit/directorate bulletin boards and in other prominent locations assessable to first line supervisors.

f. All contracts, Memorandums of Understanding (MOUs), Memorandums of Agreement or other agreements regardless of directorate must be staffed through the Garrison Safety Office group email at usarmy.stewart.usag.list.gso-all@army.mil for review of Risk management and Accident Prevention Prior (APP) prior to staffing by legal and contract funding.

5. Every Mishap is preventable. Mishaps are impediments to training, mission readiness, and morale. While calculated or mitigated risk-taking may be necessary to accomplish our operational requirements; taking unnecessary risks with people's lives, facilities and equipment is irresponsible. Leaders at all levels must become directly involved in mishap prevention and apply sound RM procedures in all operations to ensure our daily missions are accomplished to standards without compromising any safety requirements. If a mishap happens, the Garrison Commander must be notified as soon as possible. Initial notification and follow-up must also be conducted with the Garrison Safety Office (GSO). Additionally, all Mishaps are reportable to the GSO, regardless of if it's classifiable or not. The GSO is responsible for analyzing this data to develop potential countermeasures.

6. "Safety excellence" is the goal of the Garrison Safety Program and with a combined effort, it's achievable. However, this requires caring and dedicated leadership involvement at all levels to ensure the safety and well-being of our Soldiers and Civilians are, in fact, an inclusive and integral part of our daily operation, mission, training, and off-duty recreational activities.

7. Safety excellence and mishap prevention must be paramount in everything we do. "When in charge... Take charge." As the Garrison Safety Officer, the Commander expects all leaders in this organization to 'take charge and designate themselves as the Senior Safety Official of their respective areas. Commanders, Directors, and Division Chiefs will be safety officers. In addition, Commanders, Directors, and Division Chiefs will appoint a primary and alternate Unit Safety Officer (USO) are responsible for the execution of the Safety Program at their level. USOs will serve as the conduits to the GSO and the management of the Safety Program.

8. The Garrison Command team is totally committed to the safety and well-being of every Soldiers and Civilian employee in this organization. This will require proactive safety behavior, practice, and enhanced situational awareness by everyone. It is each employee's right to report safety violations to their supervisors and in turn supervisors must protect their employees from reprisals for exercising this right. Individually and as a team, we are all obligated to ensure we are intact and safe at the end of the day! This is our duty to each other and to our loved ones.

9. Remember, Mishap Prevention, Risk Management, and Situational Awareness are essential tools in accomplishing our mission. Safety is not a hindrance to our daily operation, but it is an effective process that enhances our mission and capabilities. Together, we can accomplish our mission and responsibilities while avoiding preventable losses, and we can create a mishap free environment on and off duty. This is the Garrison Commanders Safety Goal!

10. The point of contact for this policy memorandum is the USAG FS/HAAF Garrison Safety Office at (571) 801- 2058

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