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U.S. Army Garrison-West Point DPTMS – Range Operations Policy & Procedures

Standard Operating Procedure Land Navigation Courses



Department of the Army
U.S. Army Garrison West Point
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West Point, New York 10996-5000

Document History

Document Location

All hard copies will be located at Building 1403 Range Operations Fire Desk. Also, electronic copies may be retrieved via DPTMS website (Training Link), or upon request.

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Approvals

This document requires the following approvals:

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1. General Information

1.1 Purpose

This Standard Operating Procedure (SOP) provides standard instructions and checklists for unit and individuals using the Land Navigation Courses. It defines standardized steps and procedures to be followed for its safe and efficient use.

This SOP is directive based and complies with applicable United States Military Academy and Department of the Army Regulations, current doctrine, policy and guidance.

1.2 Applicability

This SOP is designed to provide units with safe operating procedures and guidelines. It applies to all units of the U. S. Armed Forces, civilian organizations, and individuals who are authorized to use this training facility at West Point, and by all applicable users IAW West Point Regulation 350-11 and FM 3-25.26, Map Reading and Land Navigation.

1.3 Responsibility

Use this SOP in conjunction with TC 3-22.20 and West Point Reg. 350-11 which provide specific and detailed specialty course responsibilities for using units. These directed and required actions are necessary for the safe conduct of negotiating obstacles and physical readiness training. Full compliance IAW the afore-mentioned regulations as well as steps and procedures of this SOP, is the responsibility of the commanders, as well as the personnel of using organizations or units. Personnel of any non-DoD civilian agency or activity, using West Point ranges and training facilities must also comply with the provisions and requirements outlined in West Point Reg. 350-11.

1.4 References

All required and related publications are those covering the training conducted and those listed in the applicable chapters and Appendix A of West Point Reg. 350-11 or other respective regulations, policies and procedures. Additional references are also listed in FM 3-25.26.

1.5 Suggested Improvements

The proponent of this Standard Operating Procedure (SOP) is the Director of Plans, Training, Mobilization and Security, U.S. Army Garrison West Point, ATTN: DPTMS, Building 621 Wilson Road, United States Military Academy, West Point, New York 10996-5000. Users are encouraged to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms).

2. Specialty Course Description & Characteristics

2.1 Course Description

There are three (3) separate dis-mounted Land Navigation (LN) courses:

Land Navigation One (Vera Cruz) and Land Navigation Two (Utah) are considered beginner practice course sites and there are NO pre-established points. These two courses require navigational points to be emplaced along the intended course route and the course locations verified by the using unit.

Land Navigation Three (Vicksburg) is an intermediate pre-established competitive course for either day or night navigation. A site reconnaissance of LN 3 is highly recommended prior to your training use. LN 3 uses a common start point and has 10 different alpha designated lanes with six-legs each that can be used simultaneously. Control points are installed by using unit.

2.2 Course Locations

LN1, Vera Cruz is located in training area R (Lake Fredrick area), vicinity grid WL75927741.

LN1, Utah is located in training area R (Lake Fredrick area), vicinity grid WL 77237702.

LN3, Vicksburg is located in training areas C and P, vicinity grid WL76187616.

2.3 Navigational Methods Supported

(Reference FM 3-25.26.)

LAND NAVIGATION COURSE MEHTODS SUPPORTED		
LN 1 Vera Cruz	LN 2 Utah	LN 3 Vicksburg
<i>Set-Up and Established by Using Unit</i>		
Day - Dead Reckoning	Day - Dead Reckoning	Day/Night – Dead Reckoning
Day – Terrain Association	Day – Terrain Association	Day/Night – Terrain Association
Day - Orienteering	Day - Orienteering	Day/Night - Orienteering

2.4 Course Support Facilities

Each of the Land Navigation Courses has the following support facilities to support operations:

LAND NAVIGATION COURSE		
LN 1 Vera Cruz	LN 2 Utah	LN 3 Vicksburg
Orientation Site	Orientation Site	Orientation Site
Porta-Potty	Porta-Potta	Porta-Potty
Limited Parking	Limited Parking	Limited Parking

2.5 Communications

All specialty courses must maintain two separate means of communication with Range Operations at all times. Primary means of communication will be by Motorola Handheld "LIVEFIRE" Channel. Alternate means of communication will be by commercial telephone at the training facility if so equipped with.

Commercial telephone available at the Land Navigation Course sites:

LAND NAVIGATION COURSE		
LN 1 Vera Cruz	LN 2 Utah	LN 3 Vicksburg
Utilizes CBRN training site, Building #1857, Ph # 938-5124	Utilizes building #1809, Ph# 938-8886	Utilizes building #1840, Ph# 938-4073

A quick reference phone index is located at the front of this SOP binder.

3. Safety & Security Procedures

3.1 Individual Personal Protection Equipment (PPE)

- a. Ballistic (Kevlar or Army Combat Helmet (ACH) wear is at the Commander's discretion.
- b. The use of leather gloves is at the commander's discretion.

3.2 Common Land Navigation Safety Measures

- a. General safety precautions and measures:
 1. OIC maintains a current risk assessment updated prior to each day's training and updated as conditions change.
 2. KNOW your PACE COUNT for the VARIOUS types of terrain that you will be navigating.
 3. KNOW the PANIC AZIMUTH for the COURSE YOU ARE ON.
 4. Personnel Injuries:
 - a. If you are injured or unable to continue, follow the panic azimuth to the designated site for the course you are on, and call for help / wait for assistance.
 - b. If you come upon someone who is injured, or respond to someone's call for assistance, render required first aid within your capabilities and knowledge.
 - c. If you are the only person with the injured person, try calling for assistance. If no one responds within a reasonable period of time, you must judge whether to wait with the person or to go get help. If you leave REMEMBER THE INJURED PERSON'S LOCATION and mark if necessary so that you can find it again.
 - d. If a second person arrives, one of you should stay with the injured person while the other person follows the panic azimuth and gets help.
 - e. DO NOT IGNORE SOMEONE'S CALL FOR ASSISTANCE – the safety of your fellow soldiers is more important than completing the course.
 5. Premature termination. If for any reason it is determine that conditions are no longer safe for the conduct of the land navigation course, a horn will sound three times in succession. IMMEDIATELY follow the panic azimuth to the road for the course you are on and wait for further instructions.
 6. OIC and leaders should conduct PCC/PCIs prior to executing course to ensure soldiers have the required resources, water and equipment determined to conduct the land navigation course.
 7. **Land Navigation 3 (Vicksburg) specific:**
 - a. All 10 lanes use a common start and end point – WL76187614.
 - b. There are 10 different land navigation lanes identified by alpha letters Alpha thru Juliette.
 - c. Each lane has six-legs, which includes the end point.
 - d. Control markers are installed by using unit prior to their training event.
 - e. Numerical designations of for each control point are further identified by the appropriate numeral on a tin can lid affixed to the tree.

4. Course Operational Requirements/Responsibilities

4.1 Officer in Charge (OIC) / Range Safety Officer (RSO) Appointment Requirements

WEAPON SYSTEM	OFFICER IN CHARGE (OIC)			RANGE SAFETY OFFICER (RSO)		
	OFF	CADET	NCO	OFF	CADET	NCO
Practice hand grenade simunitions training devices; simulators, and small arms (5.56mm and below)	X	N/A	E6(P)	X	X (Wpns Qualified)	E5(P)
Chemical Agents (CS) and smoke	X	N/A	E6 (MOS Qualified)	X	N/A	E5
Aerial gunnery, live grenades, grenade launchers, grenade machine guns; Live mines, and demolitions.	X	N/A	E7	X	N/A	E6
Field Artillery and LASER ranges	X (0-3)	N/A	N/A	Battery XO X	N/A	N/A
Live Fire Exercises using organic weapons, team through squad.	X	N/A	N/A	X	N/A	E7
Mortars	X	N/A	N/A	X	N/A	E6
Direct fire antitank rockets	X	N/A	E7	X	N/A	E6
Specialty Non-LFX Courses	X	N/A	E6	X	X	X
Specialty Non-LFX Courses (Rappel) * Rappel Master Certified	X*	N/A	E7*	X	N/A	E6

Table 4-1, OIC / RSO Appointment Requirements

4.2 Officer in Charge (OIC)

The OIC holds the responsibility and accountability for the conduct of the activity and the adherence to governing regulations and guidance.

4.2.1 OIC Qualifications

A commissioned, warrant, or noncommissioned officer (NCO) may serve as the Specialty Course OIC. NCOs serving as OIC will be in the grade as shown in Table 4-1 above, at a minimum. OICs will be qualified on the safe and proper conduct of land navigation and will have satisfactorily completed a safety certification program for which they are responsible conducted by their Battalion/Unit (O5 & above Command) to which they are assigned.

4.2.2 OIC Actions & Procedures before Facility Occupation

STEP	ACTION	TAKEN
1	Thoroughly plan the operation and/or training activity and determine the personnel and equipment support requirements.	
2	Be command safety certified and appointment is completed, and on file at Range Operations.	
3	Receive the mandatory Range Operations briefing within ONE DAY prior to use.	
4	Verify that all personnel in a direct supervisory role or safety position are familiar with the provisions of this SOP, West Point Reg. 350-11, and FM 3-25.26.	
5	Ensures that the required and appropriate medical support personnel are qualified. All appropriate equipment and supplies are available to support the training activity.	
6	Check in at Range Operations upon arrival to the installation to receive an updated briefing and sign for the facility and necessary support equipment.	
7	Develops a composite risk management worksheet for all phases of the range operation(s) and/or training activity, and mitigate initial high and extremely high hazards through appropriate control measures, using DA Fm 2977.	

4.2.3 OIC Actions & Procedures before Operations

STEP	ACTION	TAKEN
1	Ensures the correct training facility is occupied, and conducts a joint inventory with a Range Operations representative to ensure the presence and condition of the facilities, and training area site.	
2	Conducts an OIC safety brief to instructors (if applicable), reinforcing their duties and responsibilities on the land navigation course and general safety requirements.	
3	Directs and supervises that the required designated areas of the training facility are established and set up as required/planned.	
4	Establishes primary radio and secondary telephone communications with Range Operations, and notifies Range Operations upon initial occupation.	
5	Ensures that the red range flag is displayed during daylight operations.	
6	Verify that the required medical personnel and equipment support is on site, with strip maps to local medical treatment facilities is present, prior to requesting a HOT status.	
7	Verify the continuous safety and security of all personnel as they negotiate the land navigation course.	
8	Verify that all personnel wear the required personal protection equipment, and have the required resources and equipment as the commander dictates.	
9	Ensure all applicable references and regulations are physically present and on hand:	
10	Notifies Range Operations and requests permission to place the facility in a HOT status (Refer to paragraph 7.1).	
11	Implements risk management actions and applicable control measures identified for this phase of the range operations and/or training event.	

4.2.4 OIC Actions & Procedures during Operations

STEP	ACTION	TAKEN
1	Be present at all times at the land navigation site while the facility is in a HOT status, and maintains a constant awareness of the weather, time involved and number of personnel on the land navigation course to ensure all personnel are safe. Greet and brief all range visitors/VIPs, and Range Operations personnel.	

2	Verify that all personnel prior to running the land navigation course receive a safety briefing, and that each person has the required resources and equipment.	
3	Ensures that primary and secondary means of communication with Range Operations are maintained, and that hourly radio checks are performed (Refer to paragraph 7.4)	
4	Immediately calls or announces a self-imposed "Cease Training" and notifies Range Operations when:	
4a	Any unsafe action is observed or reported by ANY individual observing an unsafe act.	
4b	When communications are lost with Range Operations and/or Gate Guards.	
4c	When any personal injury occurs.	
4d	Whenever the OIC or medical support leaves the training facility.	
4e	Notifies Range Operations when a change in OIC is needed (refer to paragraph 7.3).	
5	Implements risk management actions and applicable control measures identified for this phase of the range operations and/or training event.	

4.2.5 OIC Actions & Procedures after Operations

STEP	ACTION	TAKEN
1	Notify Range Operations upon completion of training and request permission to go COLD (reference procedure 7.2). Be prepared to report:	
1a	Number of personnel trained.	
2	Contact Range Operations for range clearance/inspection after performing the following:	
2a	Range flag is lowered and recovered.	
2b	Police training site for all trash and place in local dumpster. NO MREs, kitchen waste will be placed in the dumpsters.	
3	Conduct a joint inventory IAW training site clearance agreement with a Range Operations representative for clearance of the training area, and secure the facility.	
4	Return all hand-receipted equipment, along with any applicable reports/forms to Range Operations.	

5. Specialty Course Medical Requirements & Evacuation

5.1 Unit Medical Support Requirements

Units will comply with the following range medical support requirements:

- a. A soldier first responder. This individual will be equipped with a litter, radio communication, and a complete medical aid bag, containing all required CL VIII items that have a valid expiration date.
- b. A dedicated medical evacuation vehicle, capable of transporting a litter, and properly equipped, and with a current PMCS. Medical aid personnel assigned to these ranges, along with the supporting medical vehicle, will not be used for any other duty.

5.1.1 Execution

- a. Using unit medical personnel will review and familiarize themselves with the strip map route(s) to KACH ER and the local community hospital prior to conducting operations.
- b. Whenever the dedicated medical aid person or vehicle must leave the area for any reason the training facility must "Cease Training" and remains in a "COLD" status until a replacement is provided, or until the assigned vehicle and medical personnel have returned to the facility. Range Operations will then grant the unit permission to re-open the facility and place the facility in a "HOT" status.
- c. Medical support personnel at the facility will provide treatment for minor injuries and basic first-aid for life-threatening injury or illness.
- d. Medical evacuation vehicles will display all frequencies and telephone numbers in case of immediate use:
 - a. Range Operations Frequency is Motorola Handheld "LIVEFIRE" Channel.
 - b. West Point Fire & Emergency Services Division – 845.938.5197
 - c. KACH ER frequency is VHF 150.7.
 - d. KACH ER – 845.938.4004 / 5169.

5.2 Keller Army Community Hospital (KACH)

Injuries and/or illness requiring immediate emergency support will be immediately reported to the KACH ER, with the location of the site for patient evacuation by KACH.

5.3 Serious Incident Report (SIR) Requirements

Full and immediate medical attention directed at the patient is the first and foremost priority. As soon as possible, the OIC will contact Range Operations and report the medical injury/accident. Be prepared to provide at a minimum "the Five W's" (Who, What, When, Where and Why).

5.4 Emergency MEDEVAC Flight Requests

The USMA does NOT have an organic MEDEVAC capability to support training complex operations; units and organizations will plan medical evacuation with their organic assets. Stat Flights are for the emergency evacuation of injured personnel by air ambulance. Only the emergency first responder on site, DES dispatcher or KACH medical personnel are authorized to request or terminate a MEDEVAC mission.

To obtain a Stat Flight, contact Range Operations by Motorola Handheld "Livefire" Channel or by telephone at (845)938-3930. After Hours the Military Police Dispatch at (845)938-3333. Air Frequency is VHF 126.20.

9-LINE MEDEVAC		
ANNOUNCED		LINE INFO DESCRIPTION
LINE	LINE INFO	
1		Location of the Pick-Up site by 6-digit grid and any prominent terrain features nearby.
2		Unit Identification
3	A= B=	Number of Patients by evacuation category/precedence A=Urgent (requires immediate evacuation to prevent loss of life B=Priority (serious injury, but <u>NOT</u> life threatening
4	A= B= C= D=	Special equipment needed: A=none B=hoist C=extraction equipment D=ventilator
5	A= B=	Number of patients A=litter B=ambulatory
6		Number and types of wounds, injuries and illnesses
7		Method of marking landing zone/pick-up site A=panels B=pyrotechnic signal C=smoke signal D=none E=other
8		Patient nationality and status A=US military B=US civilian C=other (describe)
9		Terrain description of pick-up site, any site hazards; if none=so state

5.5 Hospital Strip Maps & Directions

5.5.1 Keller Army Community Hospital

Reference Tab 10A, Local Strip Map to Keller Army Community Hospital

5.5.2 St. Luke's Community Cornwall Campus Hospital, Cornwall, NY

Reference Tab 10B, Local Strip Map to Saint Luke's Community Hospital.

6. Land Navigation Concept of Operations

- a. Land Navigation 1 (Vera Cruz) and Land Navigation 2 (Utah) require the using unit to establish their own land navigation course layout at the designated training site. Using unit is required to layout course with the required number of lanes, determine grids and mark each designated control marker established.
- b. Land navigation 3 (Vicksburg) is a pre-established dis-mounted course. It requires the individual users to plot points on a topographical map, determine grids, determine and convert grid and magnetic azimuths, determine distances, navigate dismounted from one point to another, and record the designated control marker.
- c. Vicksburg Land Navigation 3 Course required tools:
 - 1) West Point, New York, USMA 1:25,000 scale topographical map.
 - 2) M2 lensatic compass.
 - 3) Protractor.
 - 4) Grid Coordinate Scale.
 - 5) Pencils.
 - 6) Applicable Test Sheet (applicable lane A thru J).
 - 7) Panic Azimuth = 90 degrees (get to Hwy 293) OR 0/360 degrees (Proctoria Road)
- d. Vicksburg Land Navigation 3, Performance Measures.
 - 1) TASK: Navigate over flat and hilly terrain between points while dismounted.
 - 2) CONDITIONS: Give a 1:25,000 map, compass, protractor, grid coordinate scale, pencil and applicable test sheet.
 - 3) STANDARD: Correctly determine the identification of the control marker for all points to which you are directed by your applicable lane sheet.

6.1 Vicksburg Lane Navigation 3 Execution

- a. Allocate allotted time during the land navigation orientation and safety brief.
- b. Distribute as applicable the individual lane sheets for one of the ten (10) designated lanes A (Alpha) thru J (Juliette). Allows for up to 10 individuals simultaneously.
- c. Specific navigational data is computed by each individual with regard to plotting grid, determining grid/magnetic azimuth, distance to next control marker.
- d. Each numerical control marker is marked, and that information is retrieved and recorded.
- e. Individual scorecards are collected, scored for accuracy and time to determine GO / NO-GO.

6.2 Helpful Units of Measure

1,760 yards	=	1 mile statue
5,280 feet	=	1 mile statue
10 meters	= decameter	= 32.81 feet
10 decameters	= hectometer	= 328.1 feet
10 hectometers	= kilometer	= 0.62 mile

7. Radio Procedures

7.1 Requesting a Hot Status

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3), OVER

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. GO AHEAD, OVER.

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3). REQUEST A HOT TIME, OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS, DO YOU PHYSICALLY HAVE ON SITE REQUIRED MEDICAL SUPPORT WITH EQUIPMENT, FACILITY SAFETY SOP BINDER, RED RANGE FLAG FLYING, OVER.

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3), YES, OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. I GIVE YOU A HOT TIME OF _____ HOURS. MY INITIALS ARE _____. CONFIRM HOT TIME AND SEND YOUR FACILITY OIC INITIALS, OVER.

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3). I CONFIRM HOT TIME OF _____. OIC INITIALS ARE _____, OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. CONDUCT RADIO CHECKS WITH RANGE OPERATIONS HOURLY AT THE TOP OF THE HOUR, YOUR FIRST RADIO CHECK IS DUE AT _____. RANGE OPERATIONS OUT.

7.2 Requesting a Cold Status

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3), OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. GO AHEAD, OVER.

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3). REQUEST A COLD TIME, OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. I GIVE YOU A COLD TIME OF _____. MY INITIALS ARE _____. CONFIRM COLD TIME, SEND YOUR OIC INITIALS, AND YOUR NUMBER OF PERSONNEL TRAINED, OVER.

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3). I CONFIRM COLD TIME OF _____. OIC INITIALS ARE _____, WITH _____ (#) PERSONNEL TRAINED, OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS, ROGER, OUT.

7.3 Change of OIC

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3), OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. GO AHEAD, OVER.

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3). REQUEST A CHANGE OF OIC, OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. SEND THE LAST NAME AND THE INITIALS OF THE NEW OIC, WITH YOUR INITIALS, OVER.

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3). NEW OIC LAST NAME IS _____, NEW OIC INITIALS ARE _____. MY INITIALS ARE _____, OVER.

RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS. ROGER, OUT.

7.4 Requesting a Radio Check (Hourly at the Top of the Hour)

FACILITY: RANGE OPERATIONS, THIS IS LAND NAV (1, 2 OR 3). RADIO CHECK, OVER.

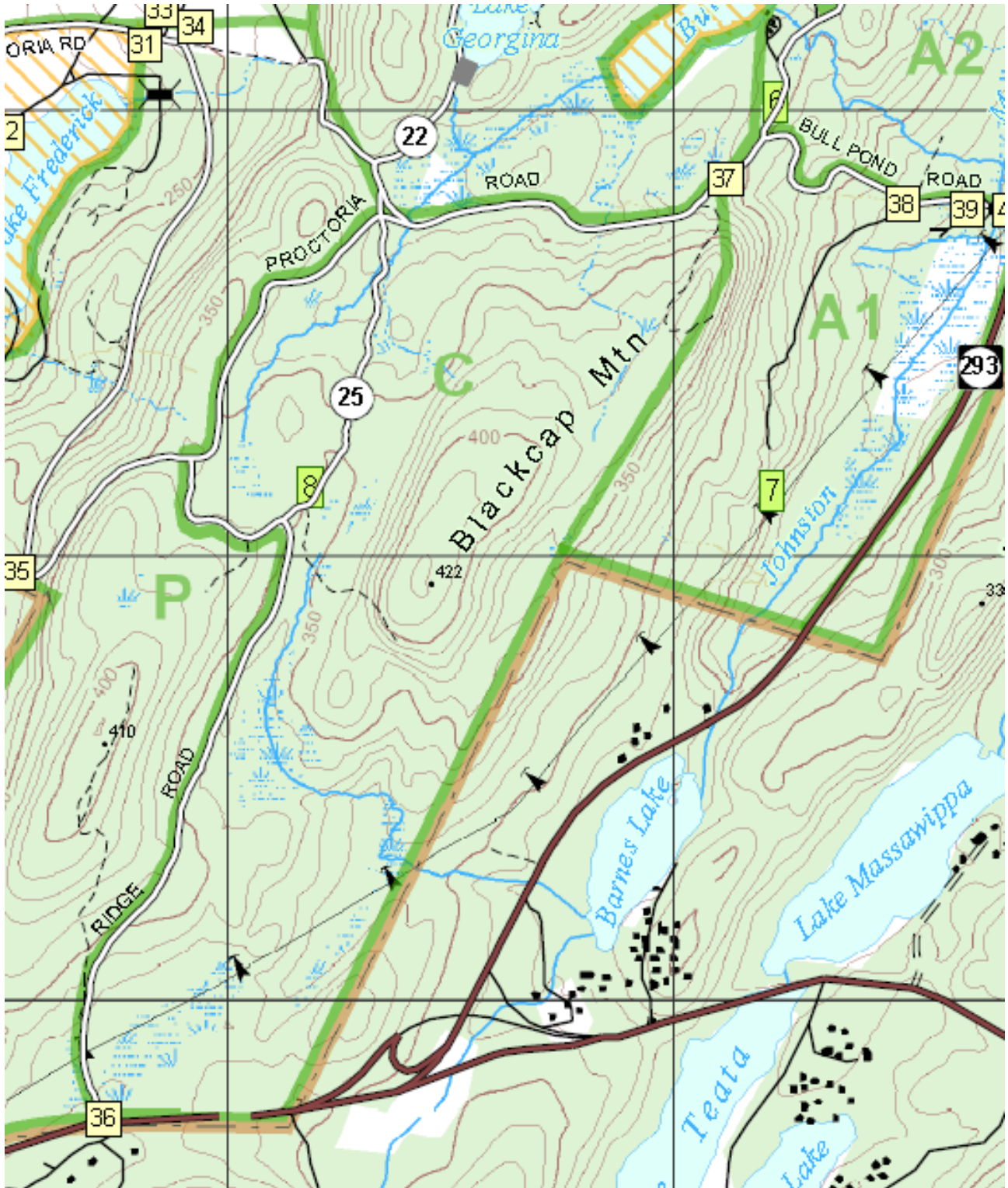
RANGE OPERATIONS: LAND NAV (1, 2 OR 3), THIS IS RANGE OPERATIONS, ROGER RADIO CHECK, OUT.

8. Risk Management & Mitigation

OIC will review, add and update DA Form 2977, Deliberate Risk Assessment Worksheet.

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9. Vicksburg Land Navigation 3



10. Reference Information, Reports & Forms

INDEX

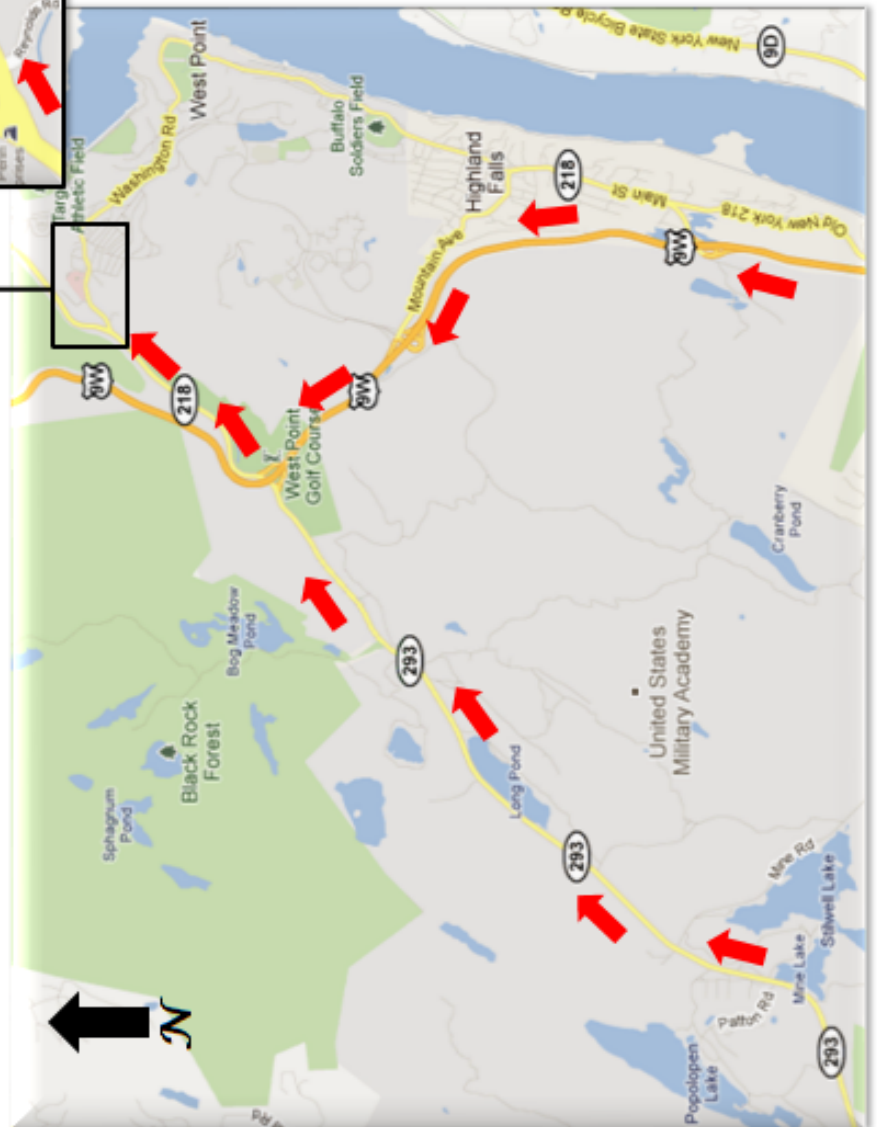
TAB	NAME
10A	Local Strip Map to Keller Army Community Hospital
10B	Local Strip Map to Saint Lukes Cornwall Community Hospital
10C	Open



DIRECTIONS

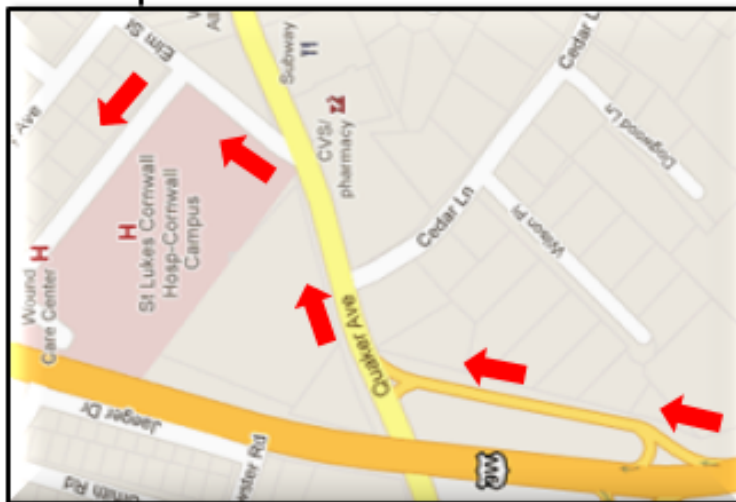
- North on Route 293 or 9W.
- Exit onto Route 218 N (approx. 1.2 miles to Washington Road Gate).
- Enter Installation via Washington Road Gate.
- Keller Army Community Hospital is on the left (approx. 3/10 miles from Washington Road gate).

**LOCAL STRIP MAP TO
KELLER ARMY COMMUNITY HOSPITAL
Phone #: (845) 938-4004**



Tab 10A – Strip Map – Keller Army Community Hospital

**LOCAL STRIP MAP TO
ST. LUKES WOUND CARE CENTER
&
ST. LUKES CORNWALL HOSPITAL
Phone #: (845) 458-4512**



DIRECTIONS

- North on Route 293 or 9W.
- Continue North on 9W to Cornwall.
- Exit 9W onto Quaker Ave exit.
- Turn left onto Elm Street.

Tab 10B – Strip Map to St. Lukes Cornwall Hospital