

**DEPARTMENT OF THE AIR FORCE
DETACHMENT 025
ARIZONA STATE UNIVERSITY**



Annex E- Cadet Wing Safety



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19 November 2020

MEMORANDUM FOR THE 25TH CADET WING

FROM: CADET COLONEL STEPHEN C. EPP

SUBJECT: Annex E-Cadet Wing Safety

1. The 25th AFROTC Cadet Wing's safety will be the personal responsibility of all cadets in the Cadet Wing. The Operational Risk Management (ORM) worksheet will be posted on every Cadet Wing's Operations Orders document.
2. It is the duty of the Cadet Safety Officer (CSO) to review and sign all of the Cadet Wing's Operations Orders (OPORDs). The Cadet Vice Wing Commander will act as the CSO. For all scheduled ROTC events, if the CSO deems any activity to be hazardous, the CSO has the authority to change the activity to one that involves less risk.
3. The safety plan will consider all of the following activities and set minimum requirements to ensure the safe conduct of the Cadet Wing:
 - a. Practical Military Training
 - b. Inclement Weather Plan
 - c. Hydration
 - d. Motorcycle and Extreme Sporting
 - e. Traveling
 - f. Alcohol Policy
4. Practical Military Training (PMT): CSO will be responsible for providing safety considerations during all PMT hours. Potential safety hazards will be outlined in the weekly ORM worksheet.
 - a. Physical Training (PT): Water, first aid bag, and cell phone must be present at every PT event. Verify MSG/PFO has taken into consideration the, and is following, the risk controls outlined in the weekly ORM worksheet.
 - b. Leadership Lab: Verify FTP/CC and IMT/CC has taken into consideration, and is following, the risk controls outlined in the weekly ORM worksheet.

5. Inclement Weather Plan Guidelines:

- a. The purpose of the Inclement Weather Plan is to ensure that PMT hours/objectives are met adequately and not hindered by weather conditions if possible.
- b. In the event that weather interferes with the accomplishment of PT, Leadership Laboratory and/or any other activities encompassing Air Force ROTC PMT objectives, the designated event commander may choose from the following alternate plans:
 - i. Move the overall activity schedule and planned training indoors if it can be modified to accommodate an indoor setting.
 - ii. Adjust the overall activity schedule and planned training by substituting an indoor activity (that was already scheduled for later in the semester) for the current scheduled activity.
 - iii. Conduct a Group Leadership Project indoors.
 - iv. Provide flight time to commanders to conduct flight business and mentoring.
- c. The event commander is not limited to the alternative plans listed above, but at all times must have an approved inclement weather plan prepared a week prior to the upcoming function. The details of this alternative plan must be outlined in the operations orders. Alternate plans must attempt to meet the training objectives outlined in the operations orders.

6. Hydration Guidelines:

- a. Cadets will be required to bring one bottle of water to every PT session. A water refill source will be present at every PT event; however, it is not the primary source of water. It is meant to refill water containers brought by individual cadets.
- b. Water intake guidelines:
 - i. Normal training: $\frac{1}{4}$ to $\frac{1}{2}$ quart per hour
 - ii. Hot conditions: $\frac{1}{2}$ to 1 quart per hour
 - iii. No more than 1 $\frac{1}{2}$ quarts per hour
 - iv. No more than 12 quarts per day
- c. Heat related illness is a serious and possibly fatal condition. Signs of heat-related illness include:
 - i. Dizziness
 - ii. Confusion
 - iii. Slurred Speech
 - iv. High body temperature
 - v. Vomiting
 - vi. Convulsion
 - vii. Weak/rapid pulse

viii. Involuntary bowel movement

d. If a cadet suspects heat-related illness or sees another cadet with the signs of heat-related illness, the following actions should be taken:

- i. Call 911 immediately
- ii. Move to shade and elevate legs
- iii. Remove clothing to dissipate heat
- iv. Sprinkle cool water over individual and fan if conscious and not vomiting
- v. Give sips of water

e. Over-hydration can be just as dangerous as dehydration. The signs of overhydration include:

- i. Nausea
- ii. Confusion
- iii. Fatigue
- iv. Muscle Cramps
- v. Vomiting
- vi. Loss of consciousness
- vii. Seizures

f. If a cadet suspects over-hydration or sees another cadet with signs of over-hydration, the following actions should be taken:

- i. Stop all physical exertion
- ii. Ask how much water/medication the person has consumed in the last 24 hours
- iii. If severe, call 911
- iv. Do NOT give water

7. Motorcycle Briefing: All cadets who ride a two-wheel motor vehicle are required to coordinate with the CSO to accomplish a safety briefing with the Cadre Safety Officer or the Detachment Commander. This is a one-time briefing and must be completed prior to riding any two-wheeled motor vehicle. This meeting will consist of a brief, as well as, signing the necessary/required Air Force Documentation.

a. Mandatory Personal Protective Equipment (PPE): In accordance with AFI 91-202, all cadets who ride a two-wheel motor vehicle will wear:

- i. Head protection
- ii. Eye protection
- iii. Long sleeved shirt or jacket
- iv. Long trousers
- v. Full-fingered gloves

b. Recommended PPE: Additional PPE, such as knee pads, wrist guards, elbow pads, and reflective equipment are recommended, but not required.

8. High-Risk Activities: In accordance with AFI 91-202, prior to participating in any sports or activities, in which an accident could result in serious injury or death, cadets must coordinate with

the CSO to accomplish a safety briefing with the Cadre Safety Officer and approval from the Detachment Commander. This meeting will consist of a briefing and signing an AETC Form 410 to acknowledge the risks involved in the activity.

9. Travel Policy: Cadets traveling within the Continental United States (CONUS) and/or Out of the Continental United States (OCONUS) are required to have a counseling session with the Cadre Safety Officer prior to leaving. The travel requires the cadet to sign a **Form 4329**.

10. Alcohol Policy:

- a. Cadets who are 21 and over are required to ensure that they have a designated driver when drinking and planning on getting into an automobile. Cadets who are 21 are not permitted to provide alcohol to those that are not yet of the age the legal age of 21. Violations could result in removal from AFROTC.
- b. The Cadets Against Drunk Driving (CADD) program is available to cadets at the beginning of the semester by the CSO.
- c. Underage drinking is absolutely prohibited in AFROTC. Violations could result in removal from FROTC.

//Signed/sce/AFROTC/19 Nov 2020//
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25th Wing Commander, Det 025