



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
TRAINING SQUADRON TWENTY-SEVEN (VT-27)
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VT-27INST 5100.2C

29 MAR 2011

TRAINING SQUADRON TWENTY-SEVEN INSTRUCTION 5100.2C

Subj: HIGH RISK ACTIVITIES AND OFF-DUTY RISK ASSESSMENT

Ref: (a) CNATRINST 3058.1
(b) NETC PENSACOLA FL 111339Z FEB 05
(c) VT-27INST 1050.1A
(d) Right Spirit Campaign
(<http://www.npc.navy.mil/CommandSupport/NADAP/RightSpirit>)

1. Purpose. To establish command policy regarding use of Operational Risk Management (ORM) for off-duty activities.

2. Cancellation. VT-27INST 5100.2B

3. Background. A trend of off-duty injuries and deaths in the Naval Air Training Command precipitated a change to off-duty policies, as delineated in References (a) and (b). This instruction serves to consolidate and formalize these policies within Training Squadron TWENTY-SEVEN (VT-27).

4. Objective. The safety of all personnel, both staff and students, is of prime concern. The objective is to ensure ORM is properly utilized while engaging in off-duty recreational activities, especially when there is a risk of serious injury or death to participants and/or bystanders.

5. Policy. Compliance with this instruction is mandatory for all military personnel, and highly encouraged for all civilian personnel. Students who violate these policies will be considered for attrition from flight training. Instructor Pilots, whether Active or Reserve, will be similarly called to account for violations of these requirements. The following policies are established:

a. "Take Ten for ORM". Per Reference (b), instructors will take the last ten minutes of every class that ends the workweek to discuss ORM and its proper use in the personal and professional lives of students. For those students who are not in the classroom environment, this requirement will be met by individual event debriefs with instructors or, if not otherwise scheduled, a discussion with a Flight Leader or the ODO.

29 MAR 2011

b. Traffic Safety. Compliance with all existing traffic laws and policies, both on-base and off-base, is mandatory. Particular attention should be focused on seat belt use, motorcycle drivers, and requirements for personal protective equipment. Use of the ASMIS-1 program is mandatory when routing leave requests which involve driving out of the local area.

c. High-Risk Activities. The specifics of the High-Risk Activities Policy are delineated in Reference (a). Participation in any high-risk off-duty recreational activity requires completion of an ORM Assessment Worksheet (Reference (a). Enclosure (2)) prior to participation. Use of appropriate ORM Checklist (Reference (a). Enclosure (3)) is required, if applicable to a particular activity. ORM Checklists will be reviewed and approved as followed:

Students will have forms approved by their Flight Leader or Assistant Flight Leader

Instructors will have forms approved by their Department Head

Department Heads and above require approval by next level of chain of command.

d. Alcohol Consumption

(1) Alcohol is a contributing factor in many off-duty mishaps. Moderating the overall use of alcohol and minimizing alcohol use prior to and during high-risk activities is part of a sound strategy in managing risk. Per Reference (d), all functions involving alcohol will abide by the Navy's "Right Spirit" campaign and promote an "it's okay not to drink" environment. All personnel are strongly encouraged to have a designated driver and caretaker when engaging in any activities involving alcohol consumption. Programs such as Topsy Taxi exist to eliminate any need for driving impaired. Alcohol-related incidents will be viewed very unfavorably.

(2) ORM will be integrated into all squadron-sponsored events or events held on Naval Air Station Corpus Christi (NASCC), and particularly those involving consumption of alcohol either immediately prior to or during the event itself. A sufficient pool of designated drivers will be made available to assist those choosing to consume alcohol at these events.

29 MAR 2011

6. Action. All military personnel attached to VT-27 will comply with this instruction. Specific action requirements:

a. Safety Department

(1) Ensure Reference (a) and this instruction are made readily available to all personnel.

(2) Ensure all incoming students and instructors are briefed on the High-Risk Activity Policy.

b. Flight Leaders/Assistant Flight Leaders

(1) Ensure all students in their respective Flight are reminded of the requirements of this instruction during jacket reviews and other meetings of their Flight.

(2) Ensure students which are not scheduled for classroom or flight events, on the last day of the workweek, are briefed per the "Take Ten for ORM" policy.

(3) Ensure all Students and Instructor Pilots requesting leave or liberty, complete a Leave/Liberty Risk Assessment Worksheet Reference (c).

c. Operations/Schedules

(1) Place a note on the flight schedule for the last day of the workweek to remind students and instructors of the "Take Ten for ORM" requirement.

d. Flight Leaders/Assistant Flight Leaders

(1) Individuals in a moderate or high risk category based on worksheet results must inform appropriate Flight Leader (Students) or Squadron Ground Safety Officer (Instructor Pilots).

(2) Copies of the Leave/Liberty Risk Assessment Worksheet will remain with the Safety Departments for all applicable personnel.



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Distribution:
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