



DEPARTMENT OF THE ARMY
2d ENGINEER BRIGADE
724 POSTAL SERVICE LOOP #5000
JOINT BASE ELMENDORF-RICHARDSON, ALASKA 99505-5000



REPLY TO
ATTENTION OF

APVR-ENG-CO

26 September 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #5 (Brigade Commander's Local Driving Area Policy)

1. Applicability. This policy applies to all Soldiers assigned or attached to the 2d Engineer Brigade.
2. The purpose of this memorandum is to provide my policy for Soldiers driving in Alaska and ensure that all assigned personnel are accounted for while traveling the roadways throughout Alaska. In the event a Soldier is overdue, or fails to make an agreed upon report, the Soldier's chain of command has a good reference point to begin searching.
3. When driving beyond 300 road miles away from the Soldier's place of residence, the following minimum actions will occur:
 - a. Soldier must be on pass or leave (DA FORM 31).
 - b. Soldier will complete TRiPS report located on the USACRC/Safety Center Home Page <https://safety.army.mil>.
 - c. Soldiers will receive a safety brief from their first line supervisor that covers route to be driven, where the Soldier will be staying and all appropriate contact numbers. Activities that are off the regular road network will require appropriate maps/GPS of the area traversed.
 - d. First line supervisor will complete a vehicle safety inspection to include possible survival equipment, such as food, water, blankets or sleeping bags, and a first-aid kit, etc.
4. Point of contact for this memorandum is the 2d Engineer Brigade Safety Officer, (907) 384-9146.

THOMAS J. ROTH
COL, EN
Commanding

DISTRIBUTION:
2d Engineer Brigade Command Teams