



DEPARTMENT OF THE ARMY
HEADQUARTERS, JOINT READINESS TRAINING CENTER AND FORT POLK
6661 WARRIOR TRAIL, BUILDING 350
FORT POLK, LOUISIANA 71459-5339

IMPO-HRS

MAY 04 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Memorandum G1-13 - Installation Prevention Team - Risk Reduction Program

1. References.

a. United States Army Installation Management Command Risk Reduction Program Standard Operating Procedures, 5 May 2009.

b. United States Army Vice Chief of Staff, Army Health Promotion, Risk Reduction and Suicide Prevention Report 2010.

c. Army Regulation 600-63, Army Health Promotion, 14 April 2015 .

d. Fort Polk Installation Prevention Team (IPT) Charter, 20 July 2011.

e. Army Regulation 600-85, Army Substance Abuse Program (ASAP), 28 December 2012.

f. Army Directive 2013-11, Change to the Army Risk Reduction Program, 2 May 2013.

2. Purpose. The Risk Reduction Program (RRP) is a Department of the Army Commander's program and tool designed to decrease Soldiers' high risk behaviors, thus increasing Soldier and unit readiness. The program focuses on effective use of installation resources and coordinated efforts between commanders and installation agencies to implement effective interventions. The resources that the RRP refers to are provided by the Installation Prevention Team (IPT) members. The IPT members analyze and present trends and recommendations monthly.

a. Monthly installation reported data is provided to the BN and MSC commanders, furnishing a "snap shot" of their unit relating to the 21 risk factors. The risk factors are: deaths, accidents, self-harm, suicide attempts, absent without leave (AWOL), drug offenses, alcohol offenses, traffic violations, crimes against persons, crimes against property, crimes against society, domestic violence, child abuse, financial problems/risk, positive urinalysis (UA), urinalysis samples tested, disciplinary actions, warning letters, administrative separations initiated, administrative eliminations, and courts martial.

IMPO-HRS

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This data is compared to installation, FORSCOM, and Army averages and then graphically displayed as a shot group. Commanders can quickly identify potential problem areas and in turn direct additional unit and installation resources to address high risk areas.

b. Each IPT member is responsible for ensuring that data for their risk factor is accurate and submitted to the Risk Reduction Program Coordinator (RRPC) by the 10th of each month. Monthly data is collected from the installation and then automatically generated by Department of the Army monthly and quarterly. Reporting agencies will provide their analysis for their data, observe trends, and identify recommendation on the slide format provided by the RRPC. These completed slides are due to the RRPC NLT 15th of each month. The IPT will meet monthly to analyze/discuss ongoing prevention issues that affect the installation and direct command consults with the battalions with the highest risk concerns.

c. The RRPC will facilitate the briefing of data, trend analysis, and recommendations by the subject matter experts (SME) at the monthly IPT meeting. Attendees will include but are not limited to: Garrison Commander, Garrison Command Sergeant Major, Command Chaplain, Army Substance Abuse Program Manager, Family Advocacy Program Manager, Army Community Service Director, Directorate of Emergency Services, Suicide Prevention Program Manager, Staff Judge Advocate, Financial Readiness Program Manager, Chief of Behavioral Health, Installation and Garrison Safety Directors, and the Health Promotion Officer. The Garrison Commander will chair the council. In the event the Garrison Commander is not available to chair the IPT, the Garrison Command Sergeant Major will serve as the chair.

d. The Unit Risk Inventory (URI) is a 53-item anonymous questionnaire designed to screen for high risk behaviors and attitudes that compromise unit readiness. The URI is administered to the unit on an annual basis, 90 days prior to a deployment, immediately following a change of command, or at the commander's discretion. A desk side command consultation will be scheduled and conducted within two weeks of notification by the RRPC. The RRPC will contact installation SMEs to attend the consult with unit specific data and offer tailored assistance. The results of the URI will be reviewed with the commander in order to develop a command action plan. The command action plan will identify specific actions to reduce risk to include adjusting training and prevention efforts within the unit. The IPT will monitor the corrective action plan and monitor results. The URI is also a great tool for incoming commanders to assess the climate within their new unit, in addition to command climate surveys.

IMPO-HRS

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- e. In accordance with the Deployment Cycle Support CONPLAN dated 26 March 2008, commanders will ensure deploying or redeploying Soldiers assigned to Fort Polk are administered the URI no later than 90 days before deployment and the Redeployment Unit Risk Inventory (RURI) within 90-120 days after their return. The RURI is an 80-item anonymous questionnaire designed to screen for high-risk behaviors and attitudes affecting unit readiness and personal wellbeing that may have occurred during deployment or since reintegration.
- f. Commanders will conduct URI sensing session activities with their units to discuss URI results. This provides Soldiers with unit-specific awareness. Commanders will request feedback from their units and follow through with relevant concerns, issues, and comments received.
- g. Each commander will take full advantage of what this program has to offer in order to deter high risk behaviors.
3. This policy will remain in effect until superseded or rescinded.
4. The point of contact for this action is the Risk Reduction Program Coordinator at (337) 531-2597.



GARY M. BRITO
Brigadier General, USA
Commanding

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