UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

Canc: Dec 2016

CCBul 5100
7C

SEP 30 2016

COMBAT CENTER BULLETIN 5100

From: Commanding General
To: Distribution List

Subj: SAFETY TRAINING CLASSES AND MEETINGS FOR THE FOURTH QUARTER CALENDAR YEAR 2016

Ref: (a) CCO 5100.15J
(b) MCO 5100.29B
(c) MCO 5100.19F
(d) 29 CFR 1910
(e) MCO 5104.1C
(f) MCO 5104.3B
(g) NAVSEA SWO020-AF-HBK-010

Encl: (1) Fourth Quarter Training & Meeting Schedule for CY16

1. Situation. The Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) coordinates and conducts occupational health and safety training classes and meetings for military and civilian personnel working aboard MAGTFTC, MCAGCC. These efforts are conducted under the oversight of the Assistant Chief of Staff G-7, Safety Division.

2. Cancellation. CCBul 5100 of 13 June 2016.

3. Mission. As directed by the references, this Bulletin outlines the fourth quarter Calendar Year (CY16) safety training schedules and meetings, as indicated in the enclosure.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Military and civilian personnel will be provided the safety training required to live and work in a safe manner, both on and off duty.

(2) Concept of Operations

(a) Location. All safety classes and meetings are conducted in Building 1447N, unless otherwise noted.

(b) Uniform. The uniform is the uniform of the day for military members and appropriate civilian attire for civilian personnel, unless otherwise prescribed.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

(c) All classes contain a minimum number of required participants. Personnel are advised to call the safety division the day prior to the class to confirm the class schedule.

b. Coordinating Instructions

(1) ALIVE @ 25 [Defensive Driving Course (DDC)]. All military personnel under the age of 26 must complete a minimum of four hours of instruction in traffic safety within the first 60 days of duty at MAGTFTC, MCAGCC. This training establishes and reinforces a positive attitude toward driving, clarifies individual responsibility, and educates Marines on the correct responses of routine and emergency driving situations. This training is provided every Wednesday from 0730-1130 in the safety classroom, or an alternate site, if designated. Additionally, DDC instruction is provided for the student personnel of the Marine Corps Communication-Electronics School, in Building 1738, on Mondays. The Safety Director may arrange special classes, as necessary. Upon course completion, each Marine will receive a course completion card. Marines must ensure this information is entered into their Official Military Personnel File. For further information please call (760) 830-6154/8467.

(2) Attitudinal Dynamics of Driving, Remedial Driving Class. All personnel directed to attend remedial drivers training by either the Traffic Court Judge or their unit commander will attend the first available class. Pre-registration is required and students must register one week prior to the class convening date (Offered the third Thursday of each month). Personnel will register in person with the Safety Division at Building 1447N.

(3) Motorcycle Operator Safety Courses. Safety division offers a Basic Rider Course (BRC), Motorcycle Training Course (MTC), Advanced Rider Course (ARC) and the Lee Parks "Total Control" - Advanced Riding Clinic (LPTC-ARC). Active duty military personnel who own or plan to purchase a motorcycle must take required courses in accordance with reference (c). Military family members, Department of Defense civilian personnel and retirees may take these courses on a space available basis, at no cost. Class size is limited to twelve students. Students must pre-register at the safety division and complete a mandatory classroom motorcycle session before being allowed to ride motorcycles aboard MAGTFTC, MCAGCC. Further information may be obtained from the Safety Division, or by calling the Motor Vehicle Safety Instructor at (760) 830-6154.

(a) BRC. The BRC is designed to provide new motorcycle riders with the skills necessary to obtain a motorcycle operators permit or endorsement in their home state (other than California). "Loaner bikes" are available.

(b) MTC. The MTC is designed to provide new motorcycle riders with the skills necessary to obtain a motorcycle operators permit or endorsement in California, and for those states that do not recognize the BRC. "Loaner bikes" are available.

(c) ARC. The following documents are required and must be presented when registering for the ARC: current motorcycle driver's license, valid vehicle registration, proof of insurance, and "Alive @ 25" (driver improvement card), if under 26 years old. Students must provide their own motorcycles in order to complete the practical application (riding) phase of

training. Required personal protective equipment and motorcycle will be inspected upon registration.

(d) LPTC-ARC. The LPTC-ARC is structured to improve the riding protocols of all motorcycle riders regardless of the style of bike ridden aboard MAGTFTC, MCAGCC. This class is recommended for all riders who have completed the BRC or ARC.

(4) Specialized Unit Training. Units that require special training to maintain combat readiness or compliance with directives may contact the safety division for assistance.

(5) Collateral Duty Safety Officer/Noncommissioned Officer Training Class. All unit safety personnel must receive a minimum of eight hours of initial safety training. Please call (760) 830-3779 to register as the classroom is limited in seats.

(6) Supervisor Safety Training and Refresher Training. This training is required for all supervisors within 90 days of appointment. It provides them with occupational safety and health training that includes: supervisory responsibility for providing and maintaining safe and healthy working conditions for employees, the agency occupational safety and health program, Section 19 of the Act, Executive Order 12196, occupational safety and health standards applicable to the assigned work places, agency procedures for reporting hazards, agency procedures for reporting and investigating allegations of reprisal, and agency procedures for the abatement of hazards, as well as other appropriate rules and regulations. This training will consist of four hours of instruction, and includes safety indoctrination and mishap prevention. Annual refresher training is required once the course is completed.

(7) Naval Sea Systems Command Ammunition and Explosives Drivers Training Course. All drivers of vehicles carrying ammunition and explosives (A&E) shall receive a minimum of 12 hours instruction and training on driving trucks, truck-tractors with semi-trailers, and other appropriate vehicle types; handling and transporting A&E; regulations and procedures pertaining to the transport of A&E; the proper use of fire extinguishers, and completing and filing the required reports. Once the course is completed, all explosives drivers will meet the federal and state mandated training requirements to assume duty as an explosives driver. Each explosives driver shall be aware of their responsibilities and have a thorough knowledge of the regulations governing the movement of A&E shipments on-station, off-station, and over public highways. Units are to provide instructors for this training course. Prior to reporting for the class all students must possess the following:

(a) Valid U.S. Government Motor Vehicle Operator's Identification Card, OF-346.

(b) Valid state driver's license.

(c) Current Medical Examiner's Certificate for motor vehicle operators, per NAVMED P-117.

(d) Commander's nomination letter.

(e) Completion of Ammo 18 web based course at https://www.nko.navy.mil/ is highly recommended.

(8) Radiation Protection Assistant Training. All individuals involved in the storage, maintenance, or use of items containing radioactive material must complete this course upon assignment as Radiation Protection Assistant. This course is an introduction to the principles, concepts, protocols, and program requirements for radiological safety aboard MAGTFTC, MCAGCC. Call the Radiation Safety Manager at (760) 830-5065 for further information.

(9) Department of Defense Federal Hazard Communication Training Program. All military and civilian employees who are exposed to hazardous chemicals or materials in the performance of their duties must complete this training program. The training is presented by the supervisor and is a "one-time" class required upon assignment to those duties. Tactical units may request assistance with this training from their tactical safety specialist.

5. Administration and Logistics

a. Notifications for classes listed as "to be announced" are made to appropriate units by the Safety Division.

b. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center bulletins can be found at http://www.29palms.marines.mil/Staff/G1Manpower/AdjutantOffice/Bulletins.aspx.

6. Command and Signal

a. Command. This Bulletin is applicable to active duty, reserve service members, and their dependents, civilian personnel, and contractors working and living aboard the Combat Center.

b. Signal. This Bulletin is effective the date signed.

J. F. HARP
Chief of Staff

Distribution: A

SEP 30 2016

Fourth Quarter Training & Meeting Schedule for CY16

DRIVING/LICENSING CLASSES	SCHEDULING	CLASS TIMES
ALIVE @ 25 (DEFENSIVE DRIVING COURSE)	5 Oct 2016 12 Oct 2016 19 Oct 2016 26 Oct 2016 2 Nov 2016 9 Nov 2016 16 Nov 2016 23 Nov 2016 30 Nov 2016 7 Dec 2016 14 Dec 2016 21 Dec 2016 28 Dec 2016	0730-1130 Call (760) 830-6154/8467 for information and class convening times.
Attitudinal Dynamics of Driving (REMEDIAL DRIVING CLASS)	20 Oct 2016 17 Nov 2016 15 Dec 2016	0730-1330 Call (760) 830-6154 for information.
**BRC CLASSROOM SESSION	3 Oct 2016 24 Oct 2016 27 Oct 2016 7 Nov 2016 14 Nov 2016 28 Nov 2016 5 Dec 2016 8 Dec 2016 19 Dec 2016	Call (760) 830-6154 for information and class convening times.
**ARC CLASSROOM SESSION	6 Oct 2016 13 Oct 2016 3 Nov 2016 17 Nov 2016 1 Dec 2016 22 Dec 2016	Call (760) 830-6154 for information and class convening times.
**MTC CLASSROOM SESSION	17 Oct 2016 21 Nov 2016 12 Dec 2016	Call (760) 830-6154 for information and class convening times.
**Lee Parks Total Control Advanced Riding Clinic	1-2 Nov 2016	Call (760) 830-6154 for information and class convening times.
**OFF ROAD MOTORCYCE SAFETY **ALL TERRAIN VEHICLE SAFETY	ATV 20 Oct 2016 Dirt Bike School 18 Oct 2016	Call (760) 830-6154 for information and class convening times.

***FOR RANGE LOCATIONS, CONTACT THE TRAFFIC SAFETY MANAGER AT (760) 830-6154, FAX (760) 830-4600, DSN 230*

SPECIALIZED TRAINING CLASSES	CLASS#	TIME	DATE
Collateral Duty Safety Officer/Noncommissioned Officer Safety Training Class (Offered Quarterly)	04-16	0730-1530	29-30 Dec 2016

SPECIALIZED TRAINING CLASSES	CLASS#	TIME	DATE
Initial Supervisor Safety Training Course (Pre-registration is required)		0730-1130	7 Oct 2016 4 Nov 2016 2 Dec 2016
SPECIALIZED TRAINING CLASSES	**CLASS#**	**TIME**	**DATE**
Refresher Supervisor Safety Training Course (Pre-registration is required)		0730-1130	21 Oct 2016 18 Nov 2016 16 Dec 2016
*Ammunition and Explosives Driver Course (AEDC) (Offered Upon Request)	AEDC	0730-1630	Call (760) 830-8464/8467 to schedule
Seatbelt/Cellular Phone Safety Awareness Courses (SCO) (Offered Upon Request)	SCO	0730-0930	Call (760) 830-6154 to schedule
Annual Explosives Safety Training		0730-1130	Call (760) 830-8464 to schedule
Hazardous Material and Hazardous Waste Operator (Fuel) Course (Offered Upon Request)		0730-1630	Call (760) 830-8467 to schedule
**Tactical units may contact the Tactical Safety Specialist (TSS) for unit level training on HazCom & A&E Driver's Course at (760) 830-8856, FAX (760) 830-4600, DSN 230*			

MISCELLANEOUS TRAINING CLASS	SCHEDULING	TACTICAL UNIT REQUIREMENT
Lock-out/Tag-out Control of Hazardous Energy Training	Upon Unit request	Tactical units may contact the TSS for unit level training on Tag-out/Lock-out
Personal Protective Equipment (PPE) Training		
Confined Space Training		
Fall Protection Training		
Operational Risk Management Training		
Mishap Investigation/Reporting for Supervisors & Mishap Investigators		
Asbestos Abatement Training		

1. Safety Classes/Meetings, To Be Announced (TBA)

CLASS	TIME	DATE	LOCATION
Radiological Protection Assistant Course	TBA	TBA	Bldg #1447 Classroom

2. Safety and Safe Driving Council. The council will meet quarterly as directed by the Chief of Staff or his representative. Attendance is mandated by membership and invitation of the council. Contact the Safety Director at (760) 830-8465 for more information.

Enclosure (1)

3. Shop Safety Committee. Actual shop safety is conducted by individual work center. Safety Division provides training classes for work leaders and supervisors on how to conduct shop safety programs and committees.

4. Other Occupational Health and Safety Courses. The Safety Division is proactive in providing safety training on Blood Borne Pathogens, Lead Abatement, Asbestos, PPE Surveys, and Safety Stand Downs or Back in the Saddle Briefs.

5. Contact Mr. Guy Rosbough at (760) 830-5178 for all questions, scheduling of classes, or requests for additional safety courses.