**DEPARTMENT OF THE ARMY**
**OFFICE OF THE ASSISTANT SECRETARY**
**INSTALLATIONS, ENERGY AND ENVIRONMENT**
**110 ARMY PENTAGON**
**WASHINGTON DC 20310-0110**

SAIE-ZX

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Use of US Army's "3Rs" (**R**ecognize, **R**etreat, **R**eport) Message and Explosives Safety Education Material

1. This memorandum directs active and reserve Army installations within the United States to implement a "3Rs" Explosives Safety Education Program ("3Rs" Program) to advise Soldiers and their families who live or work on an installation, as well as employees and visitors of the actions to take in the event they encounter, or suspect they have encountered, a munition.

2. In 2000, a munition taken by teenagers from a posted, operational range detonated, killing one, and injuring another. In an effort to prevent similar incidents, the Army began its comprehensive, coordinated "3Rs" Program for use Army-wide. The "3Rs" are easily understood and remembered by children and adults, much like the "Stop, Drop and Roll" fire safety message. A separate benefit of this effort was a reduction in the level of effort required to develop similar programs and an increase in the consistency of the messages across the Army. This preserves resources and funds for other purposes while avoiding mixed or differing messages.

3. The foundation of the Army's "3Rs" Program is a consistent, easily understood, and remembered safety message – Recognize, Retreat, Report. The Army's "3Rs" Explosives Safety Education Program and its "3Rs" message will be the basis for education programs informing our Soldiers, their families, our civilian workers and the public of the hazards associated with munitions that may be present on our installations. This same message is applicable for and used to educate the public. As such, our Soldiers and their families, regardless of whether they live on or off an installation, will also benefit from learning the 3Rs. Although the description of the "3Rs" may change slightly, given the target audience or subject matter, they generally mean:

- **Recognize** – when you may have encountered a munition and that munitions are dangerous.
- **Retreat** – do not touch, move or disturb it, but carefully leave the area.
- **Report** – call local law enforcement (i.e., 911) and advise the police of what you saw and where you saw it.

4. Although Soldiers should be well aware of the hazards associated with munitions, particularly those encountered outside the Department of Defense's logistical management system, it is important to remind them, and for them to advise their families, that munitions used or encountered during training and deployments are dangerous and should never be handled unnecessarily nor taken or kept as souvenirs or war trophies. Military families, civilian workers and installation visitors who live and work on or near military installations, particularly installations with operational ranges, are often unfamiliar with the potential hazards associated with munitions. Therefore, it is critical that they learn and follow the "3Rs" of explosives safety

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(Recognize; Retreat; Report) so that they know what they should do if they encounter or suspect they have encountered a munition.

5. To help disseminate the "3Rs" message to Army communities and the public, a variety of outreach materials have been developed that are appropriate for posting at access points to installations or ranges, distribution in "move in packages" for installation housing, and for use at public events that the installation hosts. (Enclosures provide examples of 3Rs material suitable for inclusion in an installation's move-in package.) The Army's approved "3Rs" Explosives Safety Education Program materials are downloadable from the Defense Environmental Network & Information eXchange website (www.denix.osd.mil/uxo) to allow local printing. The website provides educators and safety specialists a toolbox of outreach materials including targeted guides, coloring books, posters, public service announcements, videos, presentations and posters. The design of the material allows users to make some modifications (e.g., add points of contact, use site-specific pictures), but its script is not to be changed. The material, much of which is available in Spanish as well as English, was designed using recognized learning techniques, allowing it to be used anywhere and to be adaptable for differing activities.

6. Army activities shall use the "3Rs" message in safety education programs to advise people what to do should they encounter, or suspect they have encountered, a munition. Requests for deviations from this policy for unanticipated local situations may be submitted through the chain-of-command to the Assistant Chief of Staff for Installation Management (ACSIM), for concurrence and submission to the undersigned for approval. The Office of the Deputy Assistant Secretary of the Army for Environment, Safety and Occupational Health (ODASA(ESOH)) adds new materials to the website on a regular basis and will develop new materials as needs are identified.

7. The primary point of contact for this program is J. C. King, Director for Munitions and Chemical Matters, ODASA(ESOH), (703) 697-5564, or email: jc.king@us.army.mil.

Army Safe is Army Strong!

Hershell E. Wolfe
Deputy Assistant Secretary of the Army
(Environment, Safety and Occupational Health)

Encl

CF:
U.S. Army Installation Management Command, 110 Army Pentagon, 3E474, Washington, DC 20310
U.S. Army Corps of Engineers, 441 G Street, NW, Washington, DC 20314
U.S. Army Material Command, Headquarters, 4400 Martin Road, Redstone Arsenal, Al 35898
U.S. Army Reserve Command, 1401 Deshler Street South West, Fort McPherson, GA 30330-2000
Headquarters, Installations Management Command (ATTN: SFIM-ZS), 2511 Jefferson Davis Hwy, Arlington, VA 22202

Chief, U.S. Army Reserve, 2400 Army Pentagon, Washington, DC 22202
Chief, National Guard Bureau, 1411 Jefferson Davis Highway, Arlington, VA 22202-3231
Safety Director, US Army Test and Evaluation Command, 314 Longs Corner Road Aberdeen Proving Ground, MD 21005-5055
U.S. Army Office of the Chief of Public Affairs, 110 Army Pentagon, 1E484, Washington, DC 20310

ENCLOSURE 1

Recognize
Retreat
Report

NOT EVERY
**BOMB** LOOKS
LIKE A **BOMB**
**DON'T TOUCH!**

If you find any object that resembles this, do not touch or move it. It's unexploded ordnance and still could explode. Call 911 and report it.

If you **did not** drop it,
**do not** pick it up!

**Recognize**
**Retreat**
**Report**

Remember the 3Rs of Unexploded Ordnance (UXO) Safety

**Recognize:** What may be UXO
**Retreat:** Safely leave the area
**Report:** Call 911

# UXO

## UNEXPLODED ORDNANCE

Sergeant Woof says if you see anything that looks strange on the ground be sure to stay away. Tell a grown up to call 911 and report it.

Recognize
Retreat
Report

# RECOGNIZE

Sergeant Woof sees old ammo!

# RETREAT

**Don't touch it!**
Sergeant Woof turns and follows his tracks away from the danger.

# REPORT

Sergeant Woof, with help from an adult, calls 911 and describes what he found and where he found it.

**Recognize** ○ Realize when you may have found ammo

**Retreat** ○ Do not touch, move, or disturb ammo--carefully leave the area, but do not run

**Report** ○ Tell a parent or other adult to call 911

For more information, visit **https://www.denix.osd.mil/uxosafety**

ENCLOSURE 2

# Follow the 3Rs

## Recognize

Recognize when you may have encountered a munition.

Recognizing when you may have encountered a munition is the most important step in reducing the risk of injury or death. Munitions may be encountered on land or in the water. They may be easy or hard to identify.

To avoid the risk of injury or death:

- Never move, touch or disturb a munition or suspect munition
- Be aware that munitions do not become safer with age, in fact they may become more dangerous
- Don't be tempted to take or keep a munition as a souvenir

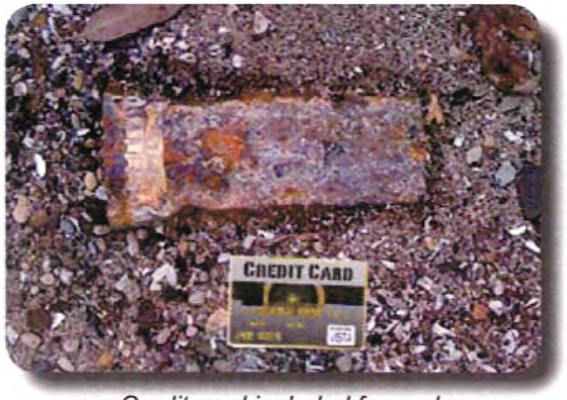
Munitions come in many sizes, shapes and colors. Some may look like bullets or bombs while others look like pipes, small cans or even a car muffler. Whether whole or in parts, new or old, shiny or rusty, munitions still can explode. The easiest way to avoid injury or death is to stay out of areas marked with warning signs or charted as restricted.

## Retreat

Do not touch, move or disturb it, but carefully leave the area.

Avoid death or injury by recognizing that you may have encountered a munition and promptly retreating from the area.

If you encounter what you believe is a munition, do not touch, move or disturb it. Instead, immediately and carefully leave the area by retracing your steps — going out the way you entered. Once safely away from the munition, mark the path (e.g., with a piece of clothing) so response personnel can find the munition.




*Credit card included for scale*

## Report

Immediately notify the police, if on land, or the U.S. Coast Guard, if on navigable waters.

Protect yourself, your family, your friends and your community by immediately reporting munitions or suspected munitions to the police.

Provide as much information as possible about what you saw and where you saw it. This will help the police and military or civilian explosive ordnance disposal personnel find, evaluate and address the situation.

If you believe you may have encountered a munition, call 911 and report:

- The area where you encountered it.
- Its general description. Remember, do not approach, touch, move or disturb it.
- When possible, provide:
  - Its estimated size
  - Its shape
  - Any visible markings, including coloring

## Background

The former Erie Army Depot (EAD) is about six miles west of Port Clinton, Ohio. ARES, Inc. currently owns and operates a weapons system facility on a portion of the former EAD. The Army used EAD between 1918 and 1967 to test weapon systems. During testing at EAD, the Army fired various munitions, using three impact areas — the Wet and Dry Impact Areas, and the Lake Erie Impact Area. Although most of the munitions fired were inert metal slugs, some were live. The Ohio Army National Guard still uses a portion of the Lake Erie Impact Area as a safety zone for its small arms ranges, and ARES uses all three ranges for weapons testing.

Given EAD's historic use, munitions (live and inert) are present within the Lake Erie Impact Area. Surf and ice can move munitions from the Impact Area to the shoreline. Although munitions may be encountered anywhere, they have most often been found from near Turtle Creek to Camp Perry. These munitions may be covered with algae, mud or mussels, and may be difficult to recognize. All munitions should be considered dangerous, regardless of how long they have been in the environment. Munitions should not be touched, moved or disturbed.

Under an agreement between Ohio and the Army, the Army will conduct a munitions response along the Lake Erie shoreline from Turtle Creek to Camp Perry. Users of the shoreline and waters near EAD should be aware of the potential explosive hazards present, and protect themselves, their families and their neighbors by learning and following the 3Rs of Explosives Safety.

# Former Erie Army Depot

## EAD Information

### Emergency Contacts

- On land: Call 911
- On the lake: Use Channel 16 (156.800 MHz)

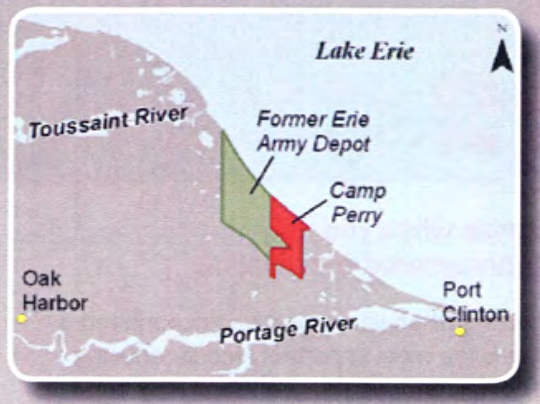
Visit the US Army's Explosive Safety Education Website:
https://www.denix.osd.mil/uxosafety

On Monday through Friday from
8:00 am to 5:00 pm
contact the Ohio Army National Guard
Public Affairs Office at:
(888) 889-7001
for additional information.

Learn and follow the 3Rs
of explosives safety

ORecognize
ORetreat
OReport

## 3Rs Safety Guide



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