



COMMANDING OFFICER'S RISK MANAGEMENT POLICY

Updated 1 July 2019



Safety is not our primary objective, but it must be woven into the fabric of our warfighting culture; both on and off duty. Marines and Sailors take risks everyday. We cannot be risk adverse and accomplish our mission. As professionals, our goal at work and on liberty is to eliminate negligence, avoid mishaps, and sustain our warfighting capacity. We will do this through our Operational Risk Management (RM) tools.

The Warhorse will maintain a positive RM culture and instill a sense of personal responsibility through training, awareness, and reporting. We must learn from experience. We must understand that risks are present throughout all aspects of what we do, from operations on the flight line to physical training and recreational activities; and that risk awareness, proper procedures, and mitigation are key elements to mishap prevention.

The focus of RM is to identify and mitigate risk in all activities. RM is the best means available to eliminate senseless and needless loss of life, injury, and material damage. **MCO 3500.27C outlines the Marine Corps Risk Management Policy.** Use all orders, publications, directives, and standard operating procedures to define the standards, build confidence in execution, and to foster the discipline and knowledge to make sound decisions. If there is ever any doubt, ask the question and elevate risk decisions to ensure they are made at the proper level.

The Warhorse Department of Risk Management and Standardization, along with our Quality Assurance Division promote RM, however preserving our team is the personal responsibility of every member of HMH-465. The means by which to voice your concerns are through the Aviation Safety Council, Enlisted Safety Council, the Anymouse Program, the RM Department, the Quality Assurance Division, and your chain of command. **MCO 5100.29B outlines the Marine Corps Safety Program.**

I am directing all of you to be RM professionals, each charged with the success of the Warhorse mission. **Every member of this command is empowered to voice their concerns and to stop unsafe practices. TAKE THE REINS!**

Lieutenant Colonel Michael F. Smith

Commanding Officer, Marine Heavy Helicopter Squadron 465



COMMANDING OFFICER'S VIOLENCE PREVENTION POLICY

Updated 1 July 2019



Every member of HMH-465 must be committed to maintaining an environment free from acts of harassment, intimidation, threats of violence, and other disruptive behavior. **I need your leadership in order to maintain a safe working and living environment for all members of the Warhorse.**

Do not ignore the warning signs and indicators of potential violence or disruptive behavior. Such behavior can include oral or written statements, gestures, or expressions that communicate a direct or indirect threat of physical harm. If you observe or experience such behavior by anyone in or out of the squadron, report it immediately to your chain of command. Leaders who receive such reports shall seek advice from the Warhorse Violence Prevention Officer (VPO) for further inquiry and action. Threats that require immediate law enforcement involvement, assaults and other suspected crimes, shall be reported immediately to the Provost Marshal's Office (PMO) by dialing 911 and/or the Naval Criminal Investigative Service (NCIS).

We must foster a culture that discourages unlawful violence and encourages increased reporting of warning signs and indicators of potential violence. The members of the Warhorse are our most precious resource. It is the responsibility of each you to protect all members of the HMH-465 team. **MCO 5580.3 outlines the Marine Corps Violence Prevention Program.**

**Lieutenant Colonel Michael F. Smith
Commanding Officer, Marine Heavy Helicopter Squadron 465**



COMMANDING OFFICER'S SEXUAL ASSAULT POLICY

Updated 1 July 2019



Sexual assault is a crime. This command will have ZERO TOLERANCE for Sexual Assault. As a team, we must have the moral courage to stand up for what is right and always adhere to the values that distinguish us as Marines and Sailors. I expect and require every member of HMH-465 to foster and promote an environment where everyone is treated with dignity and respect.

MCO 1752.5B outlines the Marine Corps Sexual Assault Policy. Sexual assault is the intentional sexual contact, characterized by use of force, threats and intimidation, abuse of authority or when the victim does not, or cannot consent. Sexual assault is prejudicial to good order and discipline, and destroys the trust in each other on which accomplishing our mission depends.

Recognize situations that might lead to sexual assault. Take preventative measures to reduce the likelihood of an incident to occur. Take care of each other and don't be a bystander.

If you are a victim of sexual assault, the Marine Corps will support you. Make sure you seek out help. **Assistance is available through these methods:**

- Warhorse Uniform Victim Advocates (UVAs)
- MAG-16 Chaplains
- Victim Legal Counsel
- 3d MAW Sexual Assault Response Coordinator
- MCAS Miramar 24/7 Sexual Assault Helpline at 858-864-2815
- DoD Safe Helpline at 877-995-5247

You will be afforded the opportunity to file a restricted or unrestricted report depending on the level of command and legal involvement you wish. You will be treated with the sensitivity, dignity, and respect you deserve.

**Lieutenant Colonel Michael F. Smith
Commanding Officer, Marine Heavy Helicopter Squadron 465**



COMMANDING OFFICER'S UNIT, PERSONAL, AND FAMILY READINESS POLICY

Updated 1 July 2019



Our nation depends on us to be “most ready when the nation is least ready.” For us to be at our best to fight we must protect those who make it happen: our Marines, Sailors, and families. HMH-465 will be expected to deploy at our nation’s call and our families and loved ones are essential to being able to do so; prepare them for our mission requirements.

MCO 1754.9A outlines the Marine Corps Unit, Personal and Family Readiness Program (UPFRP). The order states, “while the Commander ensures implementation of the UPFRP, it is the individual Marine that is responsible and accountable for their personal readiness and the readiness of their families.” Unit Readiness Coordinators (URC) and Deployment Readiness Coordinator (DRC) are here to help us navigate through the vast resources and is here to assist in your readiness and the readiness of your family. **Utilize the DRC’s vast experience and knowledge of available resources to ensure that you and your family are prepared. Family readiness enables combat readiness.**

The Warhorse UPFRP will be based on the following:

- **Deployment and Readiness:** Train and educate in order to successfully balance the rigors of a military lifestyle, family, career, and mission requirements.
- **Information and Referral:** Providing information on services needed to achieve and maintain personal family readiness and address issues that have the potential to impact readiness.
- **Communication:** Ensure open, accessible communications between Marines, Sailors, and family members.

I understand the impact operational requirements have on you and your families. I am committed to providing you and your families the very best support and guidance through the effective use of the Warhorse Command Team. By working together, we can ensure we take care of our families who deserve our best effort in return for their support.

Lieutenant Colonel Michael F. Smith
Commanding Officer, Marine Heavy Helicopter Squadron 465



COMMANDING OFFICER'S PROHIBITED ACTIVITIES AND CONDUCT POLICY

Updated 1 July 2019



The Marines and Sailor of this command are a family. We are sisters and brothers in the profession of arms – a relentless pursuit of perfection. We focus on combat readiness, developing leaders, the whole Marine concept, fundamental execution, and being professionals in all we do. **To have mutual trust throughout the organization, we must treat each other with dignity and respect, regardless of race, color, national origin, religion, sex, gender identify, or sexual orientation.** If we fail to do that, we break faith with the family, betray each other and our heritage, and the American people who entrust us with their sons and daughters.

I expect and require every member of this command to hold yourself to the highest standards of conduct while treating everyone equally.

- Prohibited activities and conduct include harassment (to include sexual harassment); unlawful discrimination and abuse (specially, hazing, bullying, ostracism, retaliation); wrongful distribution or broadcasting of intimate images; and certain dissident and protest activity (to include supremacist activity)
- Prohibited activities and conduct perpetrated through electronic communications and social media, as well as in person and through other means are subject to non-judicial or judicial action under the Manual for Courts-Martial and the Uniform Code of Military Justice.
- Supervisors and leaders shall cultivate a climate of dignity, respect, and trust within their department, division, and/ or shop. They will establish the benchmark of appropriate behavior by modeling and incorporating such behaviors into their daily practices.
- All complaints alleging prohibited activities and conduct shall be addressed with impartiality, fairness, and urgency.

Families take care of each other and look out for one another. **Each individual in this command is responsible for their conduct both on and off duty, in person and in digital form – our conduct shall be above reproach at all times.** People are our most important asset and the way we treat each other directly impacts our combat readiness.

**Lieutenant Colonel Michael F. Smith
Commanding Officer, Marine Heavy Helicopter Squadron 465**