



Natural Resources Conservation Service
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September 29, 2010

NEW MEXICO BULLETIN 360-10-7

SUBJECT: PER – Safety and Health – ATV training and use

TO: All Employees

DUE DATE: October 8, 2010

Purpose. To provide information regarding ATV safety.

Expiration. September 30, 2011.

Employee safety is of utmost concern to the agency. Just recently, an NRCS employee in Montana was killed while operating an ATV. As a result of this tragedy, the agency is drafting strict policies on use of ATVs. Until that policy is issued, NRCS-New Mexico is taking a proactive approach to ensure that ATVs are in compliance with safety standards and that operators of such equipment utilize the appropriate safety gear. Please keep in mind that others, such as Farm Bill Specialists, may operate ATVS. In addition, some NRCS employees may operate District owned ATVs. This bulletin encompasses all ATVs operated by both Federal and non-federal employees used to conduct official NRCS business.

In order to determine training and equipment needs, additional information is required. By close of business Friday, October 8, 2010, please provide the following via email to Donna Tatum, HR Assistant, at donna.tatum@nm.usda.gov:

- ATV Make/Model
- Serial Number
- Photos (front, side, rear)
- Location
- After Market Modifications
- Quantity/Size(s) of helmets
- Name(s) of Operators
- Certificates of completed ATV Safety Training

In accordance with Circular 8 to General Manual 360-420, the use of ATVs is temporarily suspended. In order to resume the utilization of ATVs as soon as possible, the safety officer and contracting officer will work together to arrange for ATV Safety Institute certified training as well as procuring the required safety equipment. If you have any questions, please call Vickie Suazo-Chanza, NRCS-NM Safety Officer, at 505-761-4409.

A handwritten signature in black ink, appearing to read "Dennis L. Alexander".

DENNIS L. ALEXANDER
State Conservationist