FY 2011 Annual Occupational Safety and Health Report to the Secretary of Labor

Department of the Navy
(Navy and Marine Corps)

Name of Department/Agency: Department of the Navy (Navy and Marine Corps)
Address: 2000 Navy Pentagon Washington, DC 20350-2000
Number of Federal civilian employees this report covers: 200,471[1]

	Name	Official Title	Telephone	E-mail
Designated Agency Safety and Health Official (DASHO):	Honorable Jackalyne Pfannenstiel	Assistant Secretary of the Navy Installations and Environment	(703) 693-4530	j.pfannenstiel@navy.mil
Department of the Navy Safety Executive:	Mr. Paul Hanley	Deputy Assistant Secretary of the Navy (Safety)	(703) 614-5179	paul.w.hanley@navy.mil
Navy Special Assistant for Safety Matters:	Rear Admiral Brian Prindle, USN	Office of the Chief of Naval Operations	(757) 444-3520 x7003	brian.prindle@navy.mil
Marine Corps Safety Director:	Lieutenant Colonel Brian Cavanaugh, USMC	Director, Marine Corps Safety Division	(703) 614-2427	brian.cavanaugh@usmc.mil
OSH Manager:	Navy and Marine Corps OSH Manager contact information is provided in the Detailed Report, Appendix I-Subagency Contacts.			

Introduction

The Department of the Navy employs 200,471[1] civilians (Navy-180,697/Marine Corps-19,774) working in support of 526,280[2] active duty Navy and Marine Corps personnel. Approximately 1,541[3] civilians provide occupational safety and health (OSH) services to Navy and Marine Corps shore-based activities. This report provides the FY 2011 state of the Department of the Navy civilian OSH Program.

Statistics

Injury and Illness Trends[1,2,3,4] **-** The Department of the Navy did not see significant changes in FY 2011 from FY 2010 in Total and Lost Time Cases, Total Case Rates, or Workers Compensation

[1] Department of Labor/OSHA, Federal Agency Injury and Illness Statistics by Year, 2011; https://www.osha.gov/dep/fap/fap-inj-ill-stats.html
[2] Department of Defense Personnel and Procurement Statistics, Personnel & Procurement Reports and Data Files, September 2011, http://siadapp.dmdc.osd.mil/
[3] Office of Personnel Management, FEDSCOPE, Federal Human Resources Data, September 2011, http://www.fedscope.opm.gov/employment.asp
[4] Department of Defense Civilian Personnel Management Service Defense Portal Analysis Center (DEFPAC); http://www.cpms.osd.mil/icuc/defpac_desc.aspx

Chargeback costs. There was a more significant decline in the Lost Time Case Rate of nearly 3%, a potential indication that injury and illness outcomes are less severe, or that cases are being better managed at the outset, or a combination of both. There were significant increases in Lost Work Days and the Lost Work Day Rate of 7.2% and 3.9%, respectively.

Of note is the continuing and significant cost to the Department from musculoskeletal-related injuries, slips, trips and falls, and hearing loss. Reducing the impact of injuries associated with these emphasis areas is a major goal of the Department - specific policies, programs and initiatives to mitigate the impacts to personnel and the Department are described in the Detailed Report.

The Department of the Navy is committed to sustained, continuous OSH Program improvement as evidenced by the significant decline in Total and Lost Time Case Rates over the past 10 years of 39% and 36%, respectively and shown in Figure 1. The Department continues its efforts to reduce the frequency and severity of injuries and illnesses. Where injuries and illness do occur, the Department uses an integrated team approach involving first-line supervisors, Human Resources (HR) specialists, medical and OSH professionals, and Injury Control Program Administrators to return injured employees back to work as soon as possible in a restricted or light duty capacity, or by restructuring the job to accommodate medical restrictions.

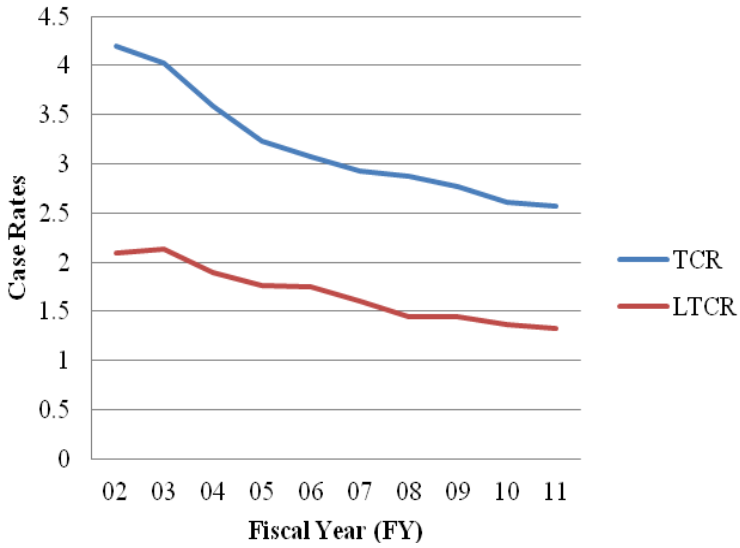

Figure 1. Department of the Navy Total and Lost Time Case Rates FY 02-FY 11

Fatalities and Catastrophic Accidents - There were three Navy civilian fatalities and one catastrophic event in FY 2011; the Marine Corps had none. The Occupational Safety and Health Administration (OSHA) lists eight FY 2011 Department of the Navy fatalities; the Office of Workers' Compensation Programs (OWCP) reported the additional five fatalities to OSHA to close out workers' compensation claims for workers who were injured in previous years, were on long term disability, or died from illnesses or natural causes. The Department tracks and reports work-related fatalities for the current year in which a fatal event occurred.

Overseas Employees - 5,707[3] Navy and Marine Corps civilians worked overseas in FY 2011, most of whom work on Navy and Marine Corps installations. All Department employees overseas are afforded the same level of oversight and protection, and must comply equally with, Department OSH policies and programs as their stateside counterparts. The Department provides requisite oversight for overseas OSH compliance; e.g. Headquarters, Navy and Marine Corps Inspectors' General.

OSH Initiatives and Requirements

Motor Vehicle Safety — There were 124 civilian on-duty motor vehicle mishaps reported in FY 2011 for Department of the Navy. There was a 122% increase in the number of employees wearing seatbelts

who were involved in motor vehicle accidents, while the percentage of employees who did *not* wear seatbelts and were involved in motor vehicle accidents declined 81% from FY 2010. In FY 2011, there was a 28% decrease in motor vehicle-related injuries which may partially reflect improved driving behaviors, to include use of seatbelts, in injury prevention. The Navy experienced one motor vehicle related fatality involving a civilian security guard. See Section I.B. of the Detailed Report for mishap specifics.

Department of the Navy traffic safety policies clearly define requirements for seatbelt use and prohibition of hand-held cell phone use while driving on official duty and on Navy and Marine Corps installations. These requirements are enforced and compliance is monitored in support of Executive Orders 13043 and 13513. Both the Navy and Marine Corps conduct targeted driver safety campaigns and programs to increase seatbelt use and reduce distracted driving, which are reinforced through checkpoints and other stepped-up law enforcement activities. CY 2010 observational seatbelt surveys indicate Navy usage at 94% and Marine Corps at 98%. There were no civilian on-duty motor vehicle mishap reports indicating distracted driving was causal to any mishap in either FY 2010 or FY 2011.

Integrating OSH and Emergency Response —Safety is an essential emergency response priority; when Continuity of Operations (COOP) plans are developed, reviewed, exercised, or executed for an actual response, safety personnel provide critical input and guidance to emergency response program managers and incident commanders. Beyond this active role, the Navy's Commander, Navy Installations Command (CNIC) Fire and Emergency Services (F&ES) Program is also implementing a model first responder OSH and wellness program to reduce F&ES personnel injuries and illness. Geographical dispersion of Department personnel represents the greatest challenge to effective management and implementation of COOP plans and response. The Department mitigates the response challenge to some extent through use of the *Navy Family Accountability and Assessment System* (NFASS), a web-based system to help the Department determine how and where employees and family members are during emergency events.

Agency Specific OSH Resources – The levels and sources of OSH funding within the Department varies to such an extent that tracking and trending of funds requested and expended over time is infeasible. The only data that can be tracked and trended is OSH manpower, to include the Safety and Occupational Health Technicians, Specialists, and Managers and Industrial Hygienists, which increased collectively by 1.45% in FY 2011. There is no means of identifying whether there was an impact on the Department of the Navy's investment in safety and health from the net positive change in OSH manpower from FY 2010 to FY 2011.

OSH Training for Existing Employees, Contractors and New Hires – The Department of the Navy provides extensive OSH Training opportunities for all personnel. See Section II.D. and Appendix IV. of the Detailed Report.

OSH Support Activities

Field Federal Safety and Health Councils & Other Social Networking

The Navy and Marine Corps strongly encourage membership and participation in Field Federal Safety and Health Councils (FFSHCs) and meetings, which vary from location to location and in level of engagement. Nearly half of Navy and Marine Corps major command OSH personnel are represented or participate in FFSHCs nationwide to some extent.

Navy and Marine Corps safety programs both use Facebook, with the Navy also using Twitter, as force multipliers to communicate safety and health messaging in real time.

Ergonomic Safety Program – Ergonomically-related injury and illness trends ensure that the Department will continue to focus on ergonomics as a significant emphasis area. Ergonomics Program policy for the Navy is detailed in the Chapter 23 of OPNAVINST 5100.23G and, for the Marine Corps, in Chapter 19 of NAVMC DIR 5100.8. These policies address responsibilities, workplace inspections, evaluations, engineering controls, training, physical risk factors, provide computer workstation checklists, and ergonomics considerations for shift workers.

Policy is supported by numerous ergonomics-related programs and initiatives. The Naval Facilities Engineering Command (NAVFAC) manages the Navy Ergonomics Program and provides a wide range of no-cost products, services, and technical knowledge to activities Department-wide to support mission readiness, prevent musculoskeletal disorders, and reduce costs associated with injuries.

A Certified Professional Ergonomist (CPE) provides program and technical support to Navy and Marine Corps commands, represents the Department on the Department of Defense (DOD) Ergonomics Working Group (WG), is the technical representative to the Defense Safety Oversight Council (DSOC) Installation and Industrial Operations Task Force, and chairs the Navy Ergonomics WG. The Navy Ergonomics WG assists local level Navy and Marine Corps commands in identification and reduction of workplace musculoskeletal disorders. Extensive funding has been provided for ergonomics training and to incorporate ergonomic "friendly" worksite equipment and furniture enterprise-wide.

Psychosocial Risk Factors – These risk factors are dealt with under the purview of HR, Equal Employment Opportunity, and/or Security, depending on the local organization. Available employee assistance resources are briefed and available to all personnel. OSH staff gets involved on rare occasions to offer recommendations to address potential contributing OSH factors. There are OSH policy provisions for handling workplace stress, violence and harassment.

Telework – Department of the Navy civilian teleworking is governed by DOD *Telework Policy*, and, for the Marine Corps, instruction *Telework for Civilian Marine Employees*. Checklists are included in DD Form 2946, *DOD Telework* Agreement, and NAVMC 11672: *Safety Checklist*.

Occupational Exposure Limits (OELs) – The Department has a policy that provides for establishment of Navy developed standards in the absence of an OSHA Permissible Exposure Limit (PEL), but there are currently no Department of the Navy developed and approved OELs.

Accomplishments and Goals – In FY 2011, the Navy and Marine Corps focused on 15 emphasis areas, with a total of 80 individual initiatives, of which 63% are either fully complete, near complete, or in fully functioning status with efforts ongoing. Incomplete and ongoing initiatives will continue well into FY 2012 and beyond. FY 2012 enterprise-wide goals include development and implementation of an overarching Department of the Navy Risk Management Information System (RMIS), promulgation of overarching Secretary of the Navy Safety Program policy that reflects a more process, data and safety management systems oriented program, and continuation of FY 2011 initiatives, with an additional 13 initiatives added under the established emphasis areas.

Detailed Report

I. Statistics

A. Injury and Illness Statistics[5,6,7,8]

1. Injury and Illness Rates

	FY 2010	FY 2011	Increased	Decreased	Stayed the Same	Percentage Change
Number of Federal Civilian Employees[1], including full-time, part-time, seasonal, intermittent workers	195,445	200,471	☒	☐	☐	2.6
Ratio of general staff to OSH staff[2]	129:1	130:1	☐	☐	☒	<1
Explain how this ratio is determined	#civilian personnel divided by # OSH civilian personnel					
Total Cases Injury/Illness[1] (number of injury/illness cases—no lost-time, first aid, lost-time and fatalities)	5,099	5,149	☒	☐	☐	<1
Total Case Rate[1] (rate of all injury/illness cases per 100 employees)	2.61	2.57	☐	☒	☐	1.5
Lost Time Cases[1] (number of cases that involved days away from work)	2,668	2,667	☐	☐	☒	N/A
Lost Time Case Rate[1] (rate of only the injury/illness cases with days away from work per 100 employees)	1.37	1.33	☐	☒	☐	2.9
			(Check box if it applies)			
	FY 2010	**FY 2011**	**Increased**	**Decreased**	**Stayed Same**	**Percentage Change**
Lost Work Days[3] (number of days away from work)	46,460	49,817	☒	☐	☐	7.2
Lost Work Day Rate[3] (per 100 employees)	23.34	24.3	☒	☐	☐	3.9
Total Worker's Compensation Chargeback Costs[4]	$235M	$234.6M	☐	☒	☐	<1
Total number of days away from work[3]	46,460	49,817	☒	☐	☐	7.2
Lost Production Days[3] = Continuation-of-pay (COP) data + Number of days for which OWCP paid wage-loss compensation to claimants in their first year of disability.	46,460	49,817	☐	☐	☐	7.2

[5]Department of Labor/OSHA, Federal Agency Injury and Illness Statistics by Year, 2010 and 2011; https://www.osha.gov/dep/fap/fap-inj-ill-stats.html
[6] Office of Personnel Management, FEDSCOPE, Federal Human Resources Data, September 2011, http:// www.fedscope.opm.gov/employment.asp
[7] Defense Safety Enterprise System (DSES); https://defensesafety.ffc.navy.mil/sessions/new
[8] Department of Defense Civilian Personnel Management Service Defense Portal Analysis Center (DEFPAC); http://www.cpms.osd.mil/icuc/defpac_desc.aspx

Detailed Report

The Department of the Navy (Navy and Marine Corps) did not see significant changes in FY 2011 from FY 2010 in the Total and Lost Time Cases and Total Case Rates, or Workers Compensation Chargeback costs. There was a more significant decline in the Lost Time Case Rate of nearly, a potential indication that injuries and illness outcomes are less severe, or that cases are being better managed at the outset, or a combination of both. There were significant increases in Lost Work Days and the Lost Work Day Rate, for both the Navy and Marine Corps of 7.2% and 3.9%, respectively.

Of note is the continuing and significant cost to the Department's from musculoskeletal-related injuries, slips, trips and falls, and hearing loss. Reducing the impact of injuries associated with these emphasis areas is a major goal of the Department - specific policies, programs and initiatives to mitigate the impacts to personnel and the Department are described in the Detailed Report.

Individually, Navy Total Cases increased less than 1% in FY 2011, with an increase in Lost Time Cases just over 1%. Navy Total Case and Lost Time Case Rates declined by 2.4% and 1.6%, respectively. The number of Lost Work Days for the Navy increased 6.7%; the Lost Work Day Rate increased 3.2%.

The Marine Corps increase of 3.3% in its Total Cases and 4.8% Total Case Rate and were countered with a significant 5% decrease in the number of Lost Time Cases and 3.8% decrease in the Marine Corps Lost Time Case Rate. Marine Corps Lost Work Days increased by 9.5%; the Lost Work Day Rate increased 6.8%.

The Department of the Navy is committed to sustained, continuous improvement, as evidenced by the significant decline in Total and Lost Time Case Rates over the past 10 years of 39% and 36%, respectively and shown in Figure 1. The Department continues its efforts to reduce the frequency and severity of injuries and illnesses. Where injuries and illness do occur, the Department uses an integrated team approach involving first-line supervisors, Human Resources (HR) specialists, medical and OSH professionals, and Injury Control Program Administrators to return injured employees back to work as soon as possible in a restricted or light duty capacity, or by restructuring the job to accommodate medical restrictions. Section III.E. provides additional detail on the Navy and Marine Corps Return-to-Work Programs.

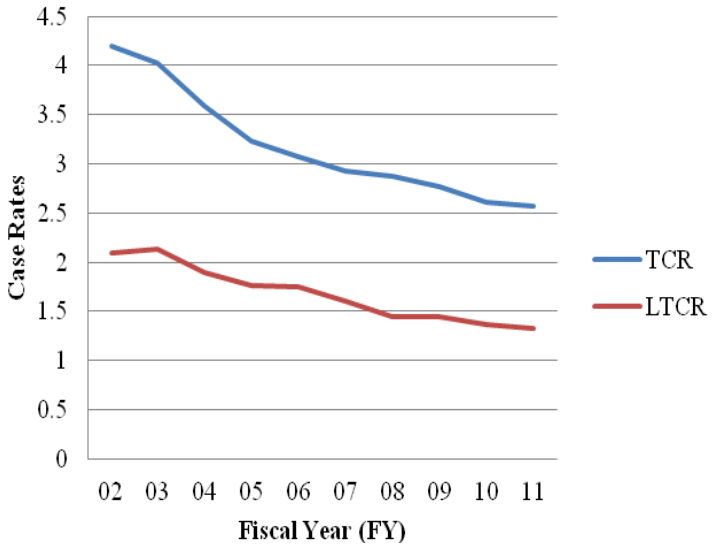

Figure 2. Department of the Navy Total and Lost Time Case Rates FY 02-FY 11

2. Injury and Illness Tracking System(s)

The Department of the Navy uses four information systems to populate, maintain and analyze OSHA logs and other pertinent mishap information: WESS, ESAMS, INJTRAK and DSES. The Naval Safety Center's Web-Enabled Safety System (WESS) is the primary information repository for Navy and Marine Corps operating environments (aviation, afloat and ashore) and for off-duty mishaps involving military members. Many Navy and Marine Corps shore commands also use the Enterprise Safety Applications Management System (ESAMS) to manage additional safety data, to include mishap reporting and record keeping, with ESAMS mishap data feeds to WESS. Navy shipyards employ a system called INJTRAK to capture shipyard mishap data. Additionally, civilian injury and illness trends can be tracked via the Department of Defense (DOD) Defense Safety Enterprise System (DSES). DSES draws from a comprehensive array of data systems, a number of which were previously unavailable to safety professionals, such as those maintained by HR or payroll resources. (An example is lost time data calculated by the Defense Manpower Data Center (DMDC) using data provided by the Defense Finance & Accounting Service). The end result is a more accurate depiction of the state of injury and illness across the DOD and individually for each of the services.

Going forward, the Department of the Navy continues efforts to develop and deploy an overarching Risk Management Information System (RMIS) to be used across the Navy and Marine Corps. RMIS will reduce or eliminate redundant information systems while improving data analysis through capture of data from multiple data sources to include non-safety specific systems with potential to impact safety posture (e.g., industrial maintenance process data).

3. Facilities with High Injury and Illness Rates

Department of the Navy safety oversight begins at the executive level, threading through the Headquarters commands, regional activities, to the installation/facility level. The Department of the Navy utilizes the data sources discussed in paragraph 2. to gauge safety performance at all levels, using indicators such as injury and illness rates. Safety performance metrics assist the Department in its oversight capability to determine whether existing intervention strategies are effective, or whether new intervention strategies are required, while enabling focused, data-driven accountability efforts.

Executive level engagement in reduction of injury and illness trends begins with DOD oversight. This includes the annual Safety and Occupational Health In-Progress Review (IPR) for each service, presented to the Deputy Under Secretary of Defense (Installations and Environment) (DUSD (I&E)), and through the executive level Defense Safety Oversight Council (DSOC).

The IPR provides an opportunity for each service to showcase its successes while ensuring service accountability for elevated injury and illness rates. Ahead of briefing the FY 2011 Department of the Navy IPR, the Department of the Navy DASHO (Assistant Secretary of the Navy (Energy, Installations and Environment – (ASN (EI&E)), will have reviewed and signed the annual OSHA report and been briefed on the pending FY 2011 IPR, both of which provide extensive safety program metrics. Executive leadership engagement was evident during the

Detailed Report

FY 2010 IPR when the Acting DUSD (I&E) requested a detailed, written accounting for the significantly elevated Lost Work Day Rate at the Marine Corps Maintenance Center in Barstow, California. In the written response to the DUSD request for accountability, the Marine Corps detailed management actions such as organizational realignment, areas for intervention and improvement, and increased and ongoing safety program scrutiny specific to that facility.

DSOC routinely tracks injury and illness trends using DSES metrics. DOD mishap metrics are briefed periodically at the executive level DSOC forum, ensuring high level visibility and engagement from DOD/military department executive leaders with an eye towards each service's progress in meeting the Secretary of Defense's 75% mishap reduction goal.

Additionally, Navy and Marine Corps safety programs update Department of the Navy executive leaders through the Navy Executive Safety Board (NESB) and the Marine Corps Executive Force Preservation Board (EFPB). The Navy and Marine Corps Inspectors' General provide an additional layer of independent safety oversight of Headquarters, regional and installations injury and illness trends to ensure high level awareness and engagement in mitigating elevated injury and illness rates.

Navy and Marine Corps Headquarters commands routinely track safety performance of their subordinate commands and activities, paying special attention to those with elevated rates. Both the Navy and Marine Corps have processes in place for Headquarters and regional safety oversight and to provide assistance for those activities and facilities requiring injury and illness rate reduction interventions. Concurrently, Headquarters and regional commands focus on general areas of high incidence, such as prevention of slips/trips/falls and bloodborne pathogen exposures, etc. More and more, Headquarters commands are using a maturing oversight and self assessment process based on a safety management systems (SMS) approach.

The Navy and Marine Corps strongly encourage all Navy and Marine Corps commands and activities to utilize SMS as a structured approach to continuous improvement in safety program performance. The most commonly applied SMS is OSHA's Voluntary Protection Program (VPP).

VPP readiness assessment results indicate a significantly higher level of VPP engagement across the Navy from the original baseline readiness assessments. The percent of VPP elements assessed as complete has nearly doubled from 32.5% to 66% across the four VPP elements of Management Leadership and Employee Involvement (MLEI); Worksite Analysis (WA); Hazard Prevention and Control Program (HPC); and, Safety and Health Training (SHT). See Figure 2.

Detailed Report

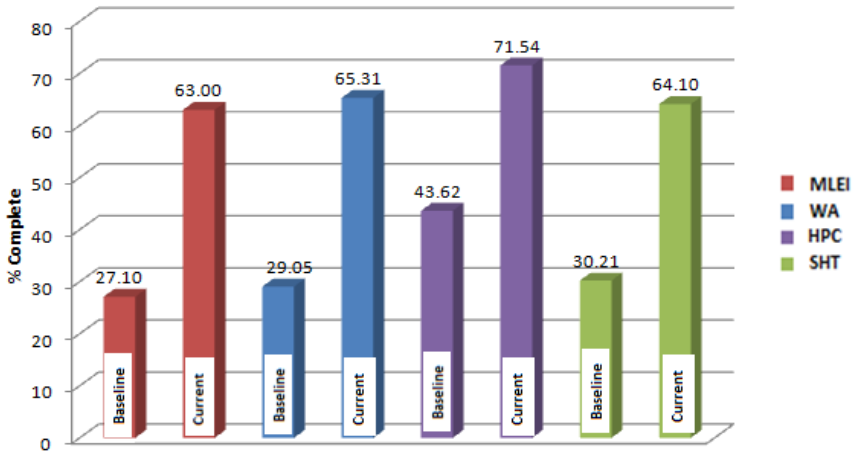

Figure 2. Comparison of Average % Complete for VPP Elements (Baseline vs. Current)

There are 17 VPP Star sites in the Department of the Navy; the Navy has 16 sites that have attained and are maintaining VPP Star recognition; the Marine Corps has one. The Navy has begun implementation of VPP initiatives at 51 sites and the Marine Corps has challenged 14 commanders of Marine Corps activities to obtain VPP Star status. There are two additional Marine Corps activities planning to submit applications within the next six months.

The 17 Department of the Navy sites that have attained and are maintaining VPP Star recognition include:

Naval Sea Systems Command (NAVSEA)	
Naval Surface Ships Warfare Center Carderock Division Ships, Philadelphia, PA	VPP Star February 2011
Southeast Regional Maintenance Center (SERMC), Mayport, FL	VPP Star Aug 2010
Portsmouth Naval Shipyard, Portsmouth, NH	VPP Star 2005 and Recertified 2008
Puget Sound Naval Shipyard & Intermediate Maintenance Facility (IMF) Bremerton, WA	VPP Star 2006 and Recertified 2009
Norfolk Naval Shipyard, Norfolk, VA	VPP Star 2006 and Recertified 2009
Pearl Harbor Naval Shipyard and IMF, Pearl Harbor, HI	VPP Star 2007
Puget Sound Naval Shipyard and IMF Bangor WA	VPP Star 2008

Commander, Navy Installations Command (CNIC)	
Naval Air Station Jacksonville, FL	VPP Star July 2010
Naval Station Mayport, FL	VPP Star Sept 2009
Naval Weapon Station Charleston, SC	VPP Star Sept 2009
Naval Air Station Key West , FL	VPP Star Jun 08
Naval Submarine Base Kings Bay, GA	VPP Star Apr 2007
Naval Station Everett, WA	VPP Star Aug 2010

Bureau of Navy Medicine (BUMED)	
Naval Health Clinic Kingsville, TX	VPP Star March 2011
Naval Health Clinic Corpus Christi, TX	VPP Star February 2009

Naval Facilities Engineering Command (NAVFAC)	
Naval Facilities Engineering Command Northwest, Silverdale, WA	VPP Star May 2011

Marine Corps Installations West (MCI-W)	
Marine Corps Base Barstow, Barstow, CA	VPP Star Jul 2008 and Recertified 2011

There are two major Navy commands that have demonstrated unwavering commitment to improving safety performance through VPP: NAVSEA and CNIC. NAVSEA's Portsmouth Naval Shipyard led the way for Department of the Navy VPP pursuit, winning their "Star" in 2005. NAVSEA implemented VPP at all of its shipyards, and is now incorporating the remainder of NAVSEA commands into the VPP framework. NAVSEA, which has the most Navy VPP sites, will shortly submit its VPP application notification to the Department of the Navy DASHO for Naval Surface Warfare Center, Indian Head Division, Indian Head, MD.

CNIC has two regions, Southeast (CNRSE) with five Star sites and Northwest (CNRNW) with one Star site, both of which are aggressively pursuing implementation across their numerous installations. Leadership support for VPP within the Southeast and Northwest regions is significant and consistent. As an example of the positive impact VPP is having, CNRSE provided evidence of the positive impact VPP has on hazard identification and issuance of resultant deficiency notices at VPP vs. non-VPP sites (Figure 3.). CNRSE reports that VPP participation also has a positive impact on Total Case Incident Rates whereby the Total Case Injury Rate (TCIR) at four of the five CNRSE VPP sites falls below the TCIR for all CNRSE

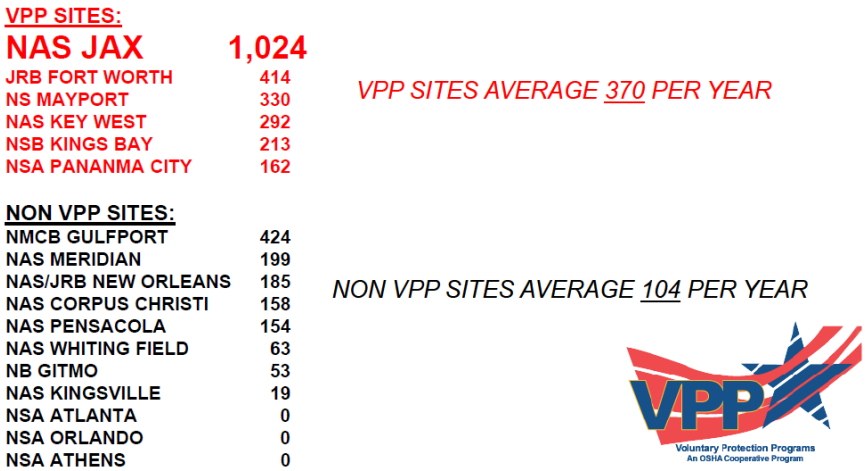

Figure 3. Number of Deficiency Notices Issued, CNRSE VPP vs. non-VPP Sites Oct 2009 – Oct 2010

installations combined, VPP and non-VPP. Finally, CNRSE reports that VPP sites are "just head and shoulders above" non-VPP sites, outperforming non-VPP sites during safety inspections and demonstrating a greater level of personnel involvement and safety awareness than their non-VPP counterparts.

The Navy is actively pursuing benefits of the VPP approach to safety performance at overseas installations. The DOD VPP Center of Excellence performed VPP Star equivalency readiness assessments at three Navy sites in Japan in October 2011. The sites include the Naval Hospital and Naval Ship Repair and Maintenance Facility in Yokosuka Japan, and the Naval Ship Repair and Maintenance Facility Detachment in Sasebo, Japan.

A recent union employee challenge to participation in the CNRSE VPP for a non-safety related issue sensitized the Department to potential VPP vulnerabilities. As such, the Department is conducting a review of how best to implement and recognize successful SMS implementation for all Department activities worldwide.

4. Significant Trends and Analysis of Lost Time Injury and Illness Data

In FY 2011, ergonomically-related injuries accounted for nearly half (45%) of all injury types to include Musculoskeletal Conditions and Back Conditions. These types of injuries also account for nearly half (46%) of the total compensation costs to the Department in FY 2011. Manual Material Handling and Lifting cause the majority of these types of injuries. Despite extensive policies, programs and initiatives, the significant numbers and costs to the Department from ergonomically-related injuries continues to be unacceptably elevated and requires additional considerations of alternative confounders that may be impacting this injury area, such as the impact of an aging workforce on musculoskeletal injury rates.

Minor Contusions and Bruises account for 19% of injury type but only 7% of the injury total compensation costs. Hearing Loss, conversely, accounts for 9% of injury types but nearly a quarter (23%) of injury compensation costs.

Slips, trips and falls are a major cause of injury, accounting for 26% of injuries in FY 2011 and 27% of costs. Both the Navy and Marine Corps saw reductions in FY 2011 from the previous year in the numbers of injuries caused by Slips, Trips and Falls, down 5% in FY 2011 for the Navy and 3% for the Marine Corps.

The Navy and Marine Corps are highly cognizant of the need to continue to dedicate significant resources to mitigate impacts to personnel and the Department from these specific injury types and causes. The following tables provide an accounting of some of the ongoing efforts across the Department, with Section III.B. of this report providing more detail on Ergonomics Program efforts, and Section IV. listing numerous initiatives dedicated to these emphasis areas that account for over a third (36%) of the total of FY 2011 initiatives.

Detailed Report

FY 2011 Major Trends[9]			
Nature of Lost Time Injury or Illness (i.e., sprains, contusions, etc.)	**Percent of Total**	**Percent of Cost**	**Summary of Measures Taken to Address Cases & Control Trends**
Musculoskeletal Conditions	33	38	The Department continues to address ergonomically-related injury through multiple goals and initiatives identified in Section IV of this report spearheaded by the Navy/Marine Corps Ergonomics Working Group, close alignment with the other military services via the DOD Ergonomics Working Group, the DSOC Acquisition & Technology Programs Task Force, interagency and private industry collaboration. Past and current areas of emphasis are on heavy lifting and/or stooping and bending are required.
Minor Contusions, Bruises or Abrasions	19	7	Hand protection has been identified as a focus area to resolve the issues/improve facility OSH experience with this type of injury. Specifically, emphasis is on sheet metal workers involved in handling/cutting.
Back Conditions	12	8	The Navy and Marine Corps continue to address this specific issue as noted in the first block of this table.
Hearing Loss	9	23	The Naval Inspector General performed a special study on noise induced hearing loss and offered recommendations that address acquisition, recruiting and retention concerns, data gaps, and program policy. The Naval Audit Service applied MIL-STD-882 criteria to review noise hazard management in four large acquisition programs. The report stimulated the Assistant Secretary of the Navy for Research Development and Acquisition to create a high-level working group addressing noise issues. The Department continues to assess and improve training, baseline and annual audiograms, and PPE. Section IV. provides specific goals and initiatives related to noise control and hearing loss prevention.
Traumatic Injury Unclassified	5	6	Navy and Marine Corps safety professionals review these cases to identify causal factors on a case-by-case basis, perform trend analysis, and develop recommended injury prevention strategies. Efforts vary from command to command depending on local experience.

[9] Department of Defense Civilian Personnel Management Service (CPMS); http://www.cpms.osd.mil/

Detailed Report

Cause of Lost Time Injury (i.e., slips, handling tools, etc.)	**Percent of Total**	**Percent of Cost**	**Summary of Measures Taken to Address Causes & Control Trends**
Manual Material Handling	38	45	The Navy and Marine Corps continue to address this issue as noted in the first block of the *Nature of Lost Time Injury or Illness* table above. Injury prevention efforts emphasize utilization of proper lifting techniques, with focus on feasibility of utilizing lifting tables or other ergonomically helpful equipment, getting assistance for load handling, etc., to reduce bodily exertion instances. Section IV. of this report provides details on goals and initiatives to reduce manual material handling as the most significant cause of lost time injury for Navy and Marine Corps civilian employees.
Slips, Trips, and Falls	26	27	Fall protection and prevention are a significant emphasis area for the Navy and Marine Corps, with a range of fall protection goals and initiatives described in Section IV. of this report. The Navy/Marine Corps Fall Protection Working Group, chaired by the Navy representative to the ANSI Z359 (Fall Protection Guidelines) Committee. Section IV. of this report includes specific to reducing the frequency and severity of injuries from slips, trips, and falls, both the Navy and Marine Corps continuously promote situational awareness to emphasize taking general care when walking on any type of surface, or transiting up and down stairs and ladders using handrails. Regional emphasis includes distribution of a CDC/NIOSH publication on *Slip, Trip, and Fall Prevention for Healthcare Workers*, which CDC/NIOSH promoted for use as a tool to help reduce slips, trips, and falls. Where identified, slip, trip and/or fall hazards are corrected, with the safety office tracking abatement effectiveness.
Miscellaneous, Unclassified, or Unspecified	24	18	Navy and Marine Corps OSH professionals review these cases to identify causal factors on a case-by-case basis, perform trend analysis, and develop recommended mishap prevention strategies. Efforts vary from command to command depending on local experience.

Detailed Report

Cause of Lost Time Injury (i.e., slips, handling tools, etc.)	**Percent of Total**	**Percent of Cost**	**Summary of Measures Taken to Address Causes & Control Trends**
Transportation	4	5	Transportation mishap prevention is a major emphasis area for the Navy and Marine Corps. Both have robust traffic safety programs that provide prescriptive policy requirements governing program management, oversight and accountability, training requirements tied to specific types of vehicles, medical requirements for vehicle operators, enforcement, PPE requirements such as occupant restraint, education and awareness requirements, etc. Section II. A. of this report provides more specifics on the Department's dedication to reducing the impact of transportation mishaps on the service. Navy and Marine Corps personnel engage in the issue at the local, regional, Headquarters and executive leadership levels within the Navy and Marine Corps hierarchy and at the DOD level.
Falling Objects	2	1	Worksite hazard identification and abatement through worksite inspections and constant vigilance during work operations are the primary means of mitigating and preventing injuries from falling objects. Where risk exists as inherent to an operation, such as on construction sites or during mechanical lifting operations, safe work zones are established and use of PPE (e.g., hard hats) are employed with strict on-site oversight. Where a systemic potential or mishap occurs from falling objects, NAVFAC issues command-wide hazard alerts.

B. Fatalities and Catastrophic Incidents

There were three Navy civilian fatalities and one catastrophic event in FY 2011; the Marine Corps had none. OSHA lists eight FY 2011 Department of the Navy fatalities; the Office of Workers' Compensation Programs (OWCP) reported the additional five fatalities to OSHA to close out workers' compensation claims for workers who were injured in previous years, who were on long term disability, or who died from illnesses or natural causes. The Department reports and tracks work-related fatalities for the current year in which a fatal event occurred.

Total number of Fatalities: 3 **Total number of Catastrophic Events: 1**

Fatality/Catastrophic Event Summary Report (Use Box to Report Each Event Separately)

☒ Fatality ☐ Catastrophic Event Work related? Yes ☒ No ☐

Number of employees injured: 1 Date of Incident: 12 DEC 2010
Number of employee fatalities: 1 Time of Incident: 1730 L

Description of workplace operations: Riding a Global Electric Motor (GEM) vehicle in the shipyard.

Description of incident: While riding as a passenger without a seat belt in a GEM vehicle in the vicinity of northwest side of Drydock #3, victim fell out of the vehicle when the driver made an abrupt left turn. The victim hit the back of his head upon landing, causing blunt force trauma to the head. The victim succumbed to injuries 8 days later.

Analysis of workplace cause: Workers accepted to use the GEM Vehicle with a cut and non-usable seat belt.

Corrective actions taken? Yes ☒ No ☐
If yes, please describe: NAVSEA will ensure specific guidance developed for users of low speed vehicles is shared with all shipyards and other NAVSEA field activities.

Programmatic changes made? Yes ☒ No ☐
If yes, please describe: NAVSEA has implemented an AIT/RMMCO check-in procedure at NAVSEA activities to ensure adequate safety briefings occur per OPNAV instructions.

Fatality/Catastrophic Event Summary Report (Use Box to Report Each Event Separately)

☐ Fatality ☒ Catastrophic Event Work related? Yes ☒ No ☐

Number of employees injured: 0 Date of Incident: 27 JAN 2011
Number of employee fatalities: 0 Time of Incident: 1015L

Description of workplace operations: Building Renovation, Norfolk, VA

Description of incident: Fire

Detailed Report

Analysis of workplace cause: Disregard of prescribed safety precautions as per Hot Work Permit.

Corrective actions taken? Yes ☐ No ☒ Final outcome of SIB still pending
If yes, please describe: TBD

Programmatic changes made? Yes ☐ No ☒ Final outcome of SIB still pending
If yes, please describe: TBD

Fatality/Catastrophic Event Summary Report (Use Box to Report Each Event Separately)

☒ Fatality ☐ Catastrophic Event Work related? Yes ☒ No ☐

Number of employees injured: 0 Date of Incident: 25 APR 2011
Number of employee fatalities: 1 Time of Incident: 0940 L

Description of workplace operations: Driving GMV as part of routine security guard duties on former Naval Activity Puerto Rico (NAPR), closed due to Base Realignment and Closure (BRAC).

Description of incident: Security guard died as result of motor vehicle mishap. Vehicle slid, at great speed, rolling over and impacted a tree resulting in fatal injuries to the driver who was sole occupant.

Analysis of workplace cause: Excessive speed (more than 65 mph in area posted as 40 mph), loss of control, seat belt not used, failure to complete Emergency Vehicle Operators Course (EVOC).

Corrective actions taken? Yes ☐ No ☐ See discussion below.
If yes, please describe: Echelon 2 or 3 Command perform a NAPR safety inspection to include implementation of all administrative and training requirements; conduct Safety Stand-down to emphasize Traffic Safety standard operating procedures and identify deviations. Correct all deviations and take proper disciplinary action for those who continue to deviate from established standards. Implement "spot checks" for seat belt use and ensure violators are prosecuted; immediately provide Traffic Safety Training for all GMV operators; Evaluate effectiveness of NAPR Navy leadership and stewardship; conduct training for all supervisory and administrative personnel to positively re-enforce safety requirements; and, provide employee rights and responsibilities safety training for all NAPR employees to positively re-enforce the Navy's commitment to Safety.

Programmatic changes made? Yes ☐ No ☐ See discussion below.
If yes, please describe: Mishap was identified through HR channels vs. via safety reporting channels in Jan 2012. DOD safety professional provided recommended corrective actions as part of the administrative investigation. CNIC and NAVFAC are verifying (as this report goes to press) that corrective actions were implemented, to include reporting of the mishap through safety channels and identifying programmatic changes that ensure all Department activities are aware of and adhere to well-established mishap reporting and traffic safety requirements.

Detailed Report

Fatality/Catastrophic Event Summary Report (Use Box to Report Each Event Separately)

☒ Fatality ☐ Catastrophic Event Work related? Yes ☒ No ☐

Number of employees injured: 1 Date of Incident: 24 MAY 2011
Number of employee fatalities: 1 Time of Incident: 1630 L

Description of workplace operations: Securing for Destructive Weather

Description of incident: Shipyard worker was crushed and fatally injured between two portable enclosures when an unmanned portal crane moved during extreme high winds during a severe thunderstorm. The worker was caught between two structures when one structure was struck by the crane and moved toward the second, crushing him between them.

Analysis of workplace cause: Poor notification process for acute short notice severe weather and winds overcoming the braking capacity of the portal crane.

Corrective actions taken? Yes ☒ No ☐
If yes, please describe: Navy Crane Center is reviewing the adequacy of crane equipment and procedures in securing during high wind conditions. Navy Crane Advisory CSA 199 issued to AIG 154,

Programmatic changes made? Yes☒ No ☐
If yes, please describe: Navy Crane Center is reviewing the adequacy of crane equipment and procedures in securing during high wind conditions

C. Overseas Employees

Overseas Employees	Number of Overseas Civilian Employees	Provide Summary
1. How many civilian employees does your agency have overseas?	5,707[2]	Most Department of the Navy civilians assigned overseas work on Navy and Marine Corps installations. The Marine Corps also deployed 10 Tactical Safety Specialists to Afghanistan in support of operational units.
2. How many of these employees are covered by State Department because they reside on State Department posts?	The number of Department of the Navy civilians assigned to Department of State posts is unknown.	

Overseas Employees	Number of Overseas Civilian Employees	Provide Summary
3. Please describe how the agency ensures the occupational safety and health of those employees not located at these posts?	All Department of the Navy employees working at Navy and Marine Corps installations overseas and U.S. territories abroad are afforded the same level of protection, and must comply equally with, Department of the Navy Safety and Occupational Health policy and program requirements as their stateside counterparts. The Department of the Navy provides requisite oversight for overseas safety and occupational health policy and program implementation; e.g. the Navy and Marine Corps Inspectors' General. Department of the Navy employees assigned to Department of State posts abroad are protected under Department of State safety and occupational health policies and programs.	

II. Federal Agency Occupational Safety and Health Requirements / Initiatives

A. Motor Vehicle Safety

1. There were 124 on-duty civilian motor vehicle mishaps reported in FY 2011 for Department of the Navy, down 23% from FY 2010. In FY 2011, there was a 28% decrease from FY 2010 in the numbers of reported motor vehicle-related injuries.

   The Navy experienced one motor vehicle-related civilian fatality in FY 2011. The event causal and contributing factors are in direct contrast to extensive enterprise-wide traffic safety efforts. The Naval Safety Center (NAVSAFCEN) is overseeing the effort to ensure policy and program corrective measures are implemented at the local, regional and Headquarters command levels (CNIC and NAVFAC) to prevent a recurrence. See Section I.B. above for event details.

   The Department saw a 122% increase in the number of employees wearing seatbelts who were involved in motor vehicle accidents, while the percentage of employees who did *not* wear seatbelts and were involved in motor vehicle accidents declined 81% from FY 2010. The 28% decline in motor vehicle-related injuries in FY 2011 may partially reflect improved driving behaviors, to include use of seatbelts, in injury prevention. Of note is that there were no civilian Marine Corps motor vehicle mishaps in which seat belts were not worn.

   Both the Navy and Marine Corps strictly enforce clearly defined traffic safety requirements delineated in DOD, Navy, and Marine Corps traffic safety program

instructions[10,11,12]. These instructions also define compliance requirements for seatbelt use and prevention of distracted driving.

The marked increase in seat belt use (+122%) among drivers and occupants involved in motor vehicle mishaps in FY 2011 from FY 2010 is a testament to the prescriptive policies, ongoing assessment, enforcement, training and education that both the Navy and Marine Corps use to positively impact driver and occupant behaviors. There were no FY 2010 or FY 2011 motor vehicle mishap investigation reports that identified distracted driving as being causal to any motor vehicle mishap.

	FY 2010	FY 2011 Total	FY 2011		Percentage Change from FY 2010
			Fleet	Other Vehicles	
Number of motor vehicle accidents experienced by employees	160	124	19	105	-23%
Number of accidents resulting in personal injury	25	18	9	9	-28%

2. Seatbelt use. Executive Order 13043 requires seat belt use by Federal employees on the job, including drivers and passengers.

a. Please provide the following information:

	FY 2010	FY 2011 Total	FY 2011		Percentage Change from FY 2010
			Fleet	Other Vehicles	
Number of employees involved in motor vehicle accidents who were wearing seat belts	9	20	16	4	+122%
Number of employees involved in motor vehicle accidents who were not wearing seat belts	21	4	3	1	-81%

b. In support of Executive Order 13043 and DOD traffic safety policy, Navy and Marine Corps Traffic Safety Program instructions require all persons, military or civilian, operating or riding in any government motor vehicle, on or off base, to wear seatbelts. All persons, military or civilian, operating or riding in any private motor vehicle (PMV) on a Navy or Marine Corps installation must wear seatbelts. Additionally, military and civilian employees are required to wear seatbelts during on-duty operation of PMVs, whether on or off-base.

Both the Navy and Marine Corps aggressively assess and enforce this policy, with the Navy reporting a CY 2010 usage at 94% and Marine Corps at 98%, based on Navy and Marine Corps seatbelt observational surveys. These percentages surpass the national average for seatbelt use,

[10] DODI 5100.04, DOD Traffic Safety Program, http://www.dtic.mil/whs/directives/corres/pdf/605504p.pdf
[11] OPNAVINST 5100.12H , *Navy Traffic Safety Program*, http://doni.daps.dla.mil/Directives/05000%20General%20Management%20Security%20and%20Safety%20Services/05-100%20Safety%20and%20Occupational%20Health%20Services/5100.12H%20CH-1.pdf
[12] MCO 5100.19F, *Marine Corps Traffic Safety Program (DRIVESAFE)*, http://www.marines.mil/news/publications/Documents/MCO%205100_19F.pdf

but fall short of the Department of the Navy goal of 100% usage. The Marine Corps noted that seatbelt non-compliance is cited most often in on-base visitors. Additionally, both services conduct random and periodic seatbelt checks.

Seatbelt use policy, enforcement and education and training likely have had a positive impact on the extent of injuries associated with reported FY 2011 motor vehicle mishaps involving civilians, with the Marine Corps reporting that there were no reported civilian motor vehicle mishaps in which seatbelts were not worn. The 122% increase in FY 2011 in numbers of Department civilians wearing seatbelts who are involved in motor vehicle mishaps, coupled with the 81% decline in those not wearing seatbelts, is a testament to the positive impact that the Department's multi-pronged approach are having on changing seatbelt use behaviors. Department efforts will continue to emphasize seatbelt use as a fundamental pillar in motor vehicle injury prevention.

3. The Department of the Navy uses a multi-pronged approach to reduce the frequency and severity of motor vehicle mishaps and injury outcomes. Training and education represent a cornerstone for that effort, with training requirements for specific vehicle type, initial and refresher training, quantity of supervised driving experience, certification procedures, driving restrictions for operators awaiting training and certification, frequency and content of refresher training, and remedial training for observed undesirable driving behaviors.

For operators of official vehicles, training requirements vary according to the type of vehicle driven. Navy and Marine Corps both operate an array of official vehicles including special purpose vehicles, tactical vehicles, passenger vehicles and vans, emergency vehicles, school buses, heavy equipment, etc. Operator training intensity varies with the type of vehicle and level of risk associated with its operation. For example, fleet passenger vehicle operators who drive passenger cars as their primary duty (8 or more hours a week) attend an approved course of driver improvement instruction at no cost to the individual. For more high risk vehicle types or operation, such as 15-passenger vans, school buses, or high speed emergency vehicles, there are more stringent training requirements. For example, personnel who drive government-owned/leased emergency response vehicles, equipped with emergency lighting and or sirens, must complete a NAVSAFCEN approved 40-hour Emergency Vehicle Operator Course (EVOC). All EVOC basic training and re-certification courses must be conducted by a certified and approved instructor, and comply with EVOC program guidelines.

Driver training is recorded in personnel records and fleet drivers are designated in writing, with a copy maintained in their personnel file. Other considerations in selection and designation of fleet drivers include medical fitness, driving experience,driving record, and maturity.

Navy and Marine Corps drivers, both fleet and non-fleet drivers, and occupants, whether operating or riding in official or in or on private conveyances benefit equally from targeted national and service-specific driver safety campaigns and programs aimed at seatbelt use, distracted driving, driving under the influence, aggressive driving, etc. Examples of campaigns include National 3D (Drunk, Drugged, Driving), Click-it-or-Ticket, Drunk Driving over the Limit, 2010 Japanese National Wide Safe Driving, Drive Drunk Get Nailed, and Arrive Alive. "On Air" interviews with local news stations regarding local traffic safety awareness. Checkpoints and other stepped-up law enforcement activities are conducted during these

campaigns. All drivers and occupants also benefit from regularly generated traffic safety messages from Navy and Marine Corps leadership sent to all Navy and Marine Corps commands that provide mishap statistics and safe driving tips prior to holidays and/or seasonally.

All personnel, military and civilian, convicted of serious moving traffic violations (i.e. reckless driving, driving while impaired, speeding, following too closely, and failure to yield) or who have been determined to be at fault in a traffic mishap while operating a government-owned/leased vehicle on or off a DOD installation must complete an approved driver improvement training course.

Detailed Report

4. Motor vehicle safety and distracted driving

	FY 2010	FY 2011 Total	FY 2011		PercentChange from FY 2010
			Fleet	Other Vehicles	
Number of motor vehicle accidents experienced by employees, as a result of distracted driving	0	0	0	0	N/A
Describe efforts your agency has taken to comply with E.O. 13513, banning texting while driving, and to improve overall motor vehicle safety and decrease distracted driving.	The Navy and Marine Corps both adhere to Executive Order 13513 and DOD policy. In support of Executive Order 13513 "Federal Leadership on Reducing Text Messaging While Driving," the Navy and Marine Corps Traffic Safety programs strictly prohibit the use of cell phones, unless the driver is using a hands-free device, while driving on a Navy or Marine Corps installation, or while driving a government vehicle, or while driving in an official capacity. Efforts are focused on identifying and providing proven approaches for reducing risk factors such as distracted driving, speed, fatigue, lack of seat belt use, and drinking and driving and include: • Behavior modification and enforcement support includes peer and subordinate mentoring programs and various traffic safety awareness campaigns. • Navy and Marine Corps leadership regularly send traffic safety messages to all Navy and Marine Corps commands providing mishap statistics and safe driving tips prior to holidays and/or seasonally. The Navy continues to promote national driver safety campaigns and programs in an effort to raise awareness on the hazards of distracted driving and reinforce the requirement to not use cell phones while driving on Navy installations. Cell phone use checkpoints and other jointly supported and coordinated law enforcement activities were conducted during these campaigns. • Trainers have been deployed to Navy and Marine Corps installations worldwide, including major hubs in California, Florida, North Carolina, and Virginia, as well as at various overseas locations. • At the installation level, Navy and Marine Corps commanders have promulgated policy on distracted driving, prohibiting driver use of hand-held cellular phones and personal listening devices (e.g., headphones) in moving vehicles. These requirements are strictly enforced.				

Detailed Report

	FY 2010	FY 2011 Total	FY 2011		PercentChange from FY 2010
			Fleet	Other Vehicles	
	Initiatives that the Department of the Navy took to improve motor vehicle safety and distracted driving in FY 2011: • Included Distracted Driving in each of the seasonal safety campaigns and in other media products provided to deckplate Sailors and Marines and leadership such as: Admiral's Quarterly Update, Facebook postings, E-blasts, ALSAFE messages, web postings, *Sea & Shore* articles, Deck Plate Dialogues, Master Chief's conferences, Defense Safety Oversight Council meetings, Joint Service Safety Chiefs Conferences and others. • Provided various data and support resources to Regional/Installation traffic safety program managers to conduct safety stand downs and lectures at bases, stations, and tenant units. • Provided Regional safety managers and traffic safety program managers with information on available traffic safety programs and tools such as Street Smart, Mothers Against Drunk Driving (MADD), Recording Artists, Actors and Athletes Against Drunk Driving (RADD), HERO Campaign, etc. • Conducted American Automobile Association Driver Improvement Program (AAADIP) and Alive @ 25 training. • Coordinated "Save a Life Tour" driving simulator training days, motorcycle/bicycle rodeos, and other motorcycle safety events. • Held safety stand downs to address various traffic safety awareness issues. • Published numerous articles and newsletters regarding traffic safety awareness. • Displayed posters, banners, and electronic marquees to promote awareness of cell phone use while driving laws and motor vehicle safety. • Partnered with federal, state, and local government entities to promote, and support various safety campaigns (e.g., National 3D (Drunk, Drugged, Driving), Click-it-or-Ticket, Drunk Driving over the Limit, 2010 Japanese National Wide Safe Driving, Drive Drunk Get Nailed, and Arrive Alive), and “On Air” interviews with local news stations regarding local traffic safety awareness. • Promoted the use of Traffic Risk and Planning System (TRiPS) for Navy and Marine personnel planning long road trips. • Included distracted driving in traffic safety hazards brief for new employee orientations.				

B. Integrating OSH and Emergency Response

1. Overarching Navy and Marine Corps Continuity of Operations (COOP) requirements are found in the following Navy and Marine Corps policy: *Navy Continuity of Operations Program and Policy*[13], and *Marine Corps Installation Emergency Management (IEM) Program*[14]. Each document provides policy regarding development, implementation and periodic review and update of emergency response plans. COOP plans are reviewed by command management and are exercised annually, ensuring COOP considerations and capabilities are up to date. All Navy and Marine Corps Emergency Management Plans are vetted, coordinated, reviewed, and approved annually, with safety advisement.

Pandemic influenza response requirements for Navy, are included in the Navy policy document *Pandemic Influenza Policy.*[15] Pandemic influenza response policy is also included in Marine Corps the IEM policy document cited above, and in individual Headquarters command implementing instructions.

Safety and emergency response personnel roles and responsibilities are integral to any emergency response activity for both the Navy and Marine Corps. Safety and health is integrated into all phases of emergency response actions, plans and programs. Safety personnel routinely participate in planning cells, tabletop exercises and actual exercises. Safety personnel monitor these activities for integration of safety requirements into training, mutual aid, exercises and actual emergency responses.

During an actual response or exercise, the safety and health needs of all personnel are carefully considered, to include the safety and health of the incident responders themselves. For example, in the event of a chemical, biological, radiological or nuclear (CBRN) event, response personnel have been trained in CBRN response protocols and procedures, have been provided with, and trained in the use, care and storage of, individual CBRN protective gear, have been quantitatively fit tested for respirators, and trained in donning and doffing the CBRN gear and decontamination procedures.

CNIC is committed to ensuring the safety and health of its Fire and Emergency Services (F&ES) response personnel and has taken action on several fronts to reduce F&ES personnel injury rates and days away from work. With transportation mishaps cited as a major source of injury for fire fighters, CNIC F&ES has joined the National Fire Academy in its challenge for fire fighters nationwide to commit to using seatbelts; 90% of CNIC fire departments have signed on to this challenge. CNIC has integrated the NFPA 1500 *Standard on Fire Department Occupational Safety and Health Program* into its compliance assessment process and will commence with the *Firefighter Fitness and Wellness Program* in FY 2012.

---

[13] OPNAVINST 3030.5B, *Navy Continuity Of Operations Program And Policy* http://doni.daps.dla.mil/Directives/03000%20Naval%20Operations%20and%20Readiness/03-00%20General%20Operations%20and%20Readiness%20Support/N3040.5D.pdf.

[14] MCO 3440.9, *Marine Corps Installation Emergency Management (IEM) Program*, http://www.marines.mil/news/publications/Documents/MCO%203440_9.PDF

[15] OPNAVINST 3500.41, *Pandemic Influenza Policy*, http://doni.daps.dla.mil/Directives/03000%20Naval%20Operations%20and%20Readiness/03-500%20Training%20and%20Readiness%20Services/3500.41.pdf

2. The key challenge to the Department for emergency response is coordination with affected stakeholders in development of emergency response plans and response. The response challenge is mitigated to some extent through the Navy *Family Accountability and Assessment System* (NFAAS), an event-based system used following a disaster, or other "event," to help determine how and where employees and family members are. NFAAS is accessed through a website[16] designed to help family members (Active Duty, Reserves, Department Civilians, NAF/NEX employees and their immediate family members) who are directly affected by major natural or man-made disasters, such as fires, hurricanes, floods, earthquakes, etc. Other challenges include:

- Many commands have subordinate activities strategically located throughout the globe that create scheduling conflicts due to time zone differences, physical location, and mission sensitivity.
- Funding and resources to support acquisition of monitoring and protective equipment to equip first responders during CBRN events. CBRN testing and monitoring equipment is necessary for rapid detection and characterization and extent of contamination. Support external to the Navy and Marine Corps is not always immediately available or DOD response assets may be heavily engaged in defense support to civilian authorities.
- In overseas locations, emergency planning is performed under direction of the host nation. Translation of host requirements into actions and identification and assignment of responsibilities among tenant activities both pose significant challenges.
- There is a lack of policy requiring mission essential civilians to receive the influenza vaccine at no cost to ensure mission continuity and specific policy to define the criteria for determining when or if civilians can be required to take leave when they exhibit signs of influenza.

C. Occupational Safety and Health (OSH) Resources

The levels and sources of OSH funding within the Department of the Navy varies to such an extent that tracking and trending funds requested and funds expended over time is not feasible. The only data that can be tracked and trended is OSH manpower, to include the GS-0018 (Safety and Occupational Health Management), GS-0019 (Safety Technician) and GS-0690 (Industrial Hygienist) job series. As such, the OSH resources table below reflects *manpower resource changes only* for the entire Department of the Navy (Navy and Marine Corps) from FY 2010 to FY 2011.

			If yes, please indicate:		
	Yes	**No**	**Percent Change**	**Resources Increased**	**Resources Decreased**
1. Did your agency have any change in resources dedicated to OSH and what was the change?	☒	☐	+1.45	☐UNK	☐UNK

[16]Navy Family Accountability and Assessment System (NFAAS), http://www.cnic.navy.mil/CNIC_HQ_Site/WhatWeDo/FleetandFamilyReadiness/FamilyReadiness/FleetAndFamilySupportProgram/DIsasterPreparedness/CNICP_A269031

Detailed Report

2. What impact did the change in OSH resources have on your agency's investment in safety and health?	**Describe:** There is no means of identifying whether there is an impact on the Department of the Navy's investment in safety and health from the net positive change in OSH manpower from FY 2010 to FY 2011.		
	Yes	**No**	
3. Has your agency implemented any recent policy changes to address the change in OSH resources?	☐	☒	

D. OSH Training for Existing Employees, Contractors and New Hires

			Navy		Marine Corps	
Safety and Health Training for <u>Existing Staff</u>	**Yes**	**No**	**Frequency** (Annual, Semi-annual, etc)	**Duration** (Hrs, Days, etc)	**Frequency** (Annual, Semi-annual, etc)	**Duration** (Hrs, Days, etc)
1) Does your agency provide safety and health training to the following levels of existing staff and employees?						
a. Safety and Health Managers	☒	☐	Annual	40 hours	Quarterly	Min of 4 hrs/yr
b. Collateral Duty Safety and Health staff	☒	☐	One time	1 week	Quarterly	20 hrs/yr
c. Staff Members	☒	☐	Monthly OSH topics; annual refresher training for selected courses such as ergonomics and laser safety.	½ hour -16 hours depending on subject	Quarterly	As required
d. 1st Line Manager	☒	☐	Within 180 days of appointment	Not prescribed but usually 4-8 hours	Quarterly	4 hrs
e. 2nd Line Manager	☒	☐	Within 180 days of appointment	Not prescribed but usually 4-8 hours	Quarterly	4 hrs
f. Senior Executive Staff	☒	☐	At time of appointment with annual refreshers	Not prescribed but usually 1-2 hours	As requested	As required
g. Contractors	☒	☐	Monthly OSH topics; annual refresher training for selected courses such as ergonomics and laser safety. (Must be supervised by Navy)	½ hour -16 hours depending on subject	As required	As required
h. Volunteers	☒	☐	Any training relevant to job duties and monthly OSH topics	½ hour	As requested	As required

Detailed Report

			Navy		Marine Corps	
Safety and Health Training for <u>New Hires</u>	**Yes**	**No**	**Frequency** (Annual, Semi-annual, etc)	**Duration** (Hrs, Days, etc)	**Frequency** (Annual, Semi-annual, etc)	**Duration** (Hrs, Days, etc)
2) Does your agency provide safety and health training for the following levels of new hires?						
a. Safety and Health Managers	☒	☐	New Employee Orientation/Indoctrination Annual	Not prescribed but usually 4-8 hours	Quarterly	80 hrs
b. Collateral Duty Safety and Health staff	☒	☐	New Employee Orientation/Indoctrination One time	Not prescribed but usually 4-8 hours 1 week	Quarterly	4 hrs
c. Staff Members	☒	☐	New Employee Orientation/Indoctrination	Not prescribed but usually 4-8 hours	Quarterly	As required
d. 1st Line Manager	☒	☐	New Employee Orientation/Indoctrination Within 180 days of appointment	Not prescribed but usually 4-8 hours Not prescribed but usually 4-8 hours	Quarterly	4 hrs
e. 2nd Line Manager	☒	☐	New Employee Orientation/Indoctrination Within 180 days of appointment	Not prescribed but usually 4-8 hours Not prescribed but usually 4-8 hours	Quarterly	4 hrs

Detailed Report

			Navy		Marine Corps	
Safety and Health Training for <u>New Hires</u>	**Yes**	**No**	**Frequency** (Annual, Semi-annual, etc)	**Duration** (Hrs, Days, etc)	**Frequency** (Annual, Semi-annual, etc)	**Duration** (Hrs, Days, etc)
2) Does your agency provide safety and health training for the following levels of new hires?						
f. Senior Executive Staff	☒	☐	New Employee Orientation/Indoctrination At time of appointment	Not prescribed but usually 4-8 hours Not prescribed but usually 1-2 hours	As requested	As required
g. Contractors	☒	☐	New Employee Orientation/Indoctrination (Must be supervised by Navy)	Not prescribed but usually 4-8 hours	As required	As required
h. Volunteers	☒	☐	New Employee Orientation/Indoctrination	Not prescribed but usually 4-8 hours	As requested	As required

Detailed Report

Safety and Health Training for New Hires	
3) What succession planning policies your agency have in place to train new Federal workers in occupational safety and health? Please, describe.	
Navy	Navy policy in OPNAVINST 5100.23G requires regions or activities to provide training to nonsupervisory personnel consistent with 29 CFR 1960, Basic Program Elements for Federal Employee Occupational Safety and Health Programs and Related Matters, Subpart H - Training, that includes process specific safety and health training appropriate to the work performed by the employee. This training shall include a review of the relevant standards, an analysis of the material and equipment hazards associated with the worksite and standard operating procedures for specific tasks. Regions or activities shall also provide instructions on employee rights and responsibilities under relevant statutes, regulations, and the safety program. Safety offices shall tailor specialized training to the individual's worksite. Regions or activities shall make arrangements to provide training to all new personnel as close to the time of assuming their responsibilities as possible. The initial training provided for new employees shall include: (a) Command and or local policy on SOH; (b) Work unit policy on SOH; (c) Individual responsibility for safety and health; (d) Employee reporting procedures for hazardous operations and conditions; (e) Awareness of hazards common to the individual's worksite, trade, occupation or task; (f) Specific hazards of chemicals and materials used in the workplace and the region or activity's HAZCOM plan; (g) An introduction to the local occupational health program, including how to obtain occupational medical assistance, and obtain routine medical evaluations and procedures to follow in case of
Marine Corps	The Marine Corps Occupational Safety and Health Program mandates such training.

Evaluating Safety and Health Performance for Managers (as required by 29 CFR 1960.11)	
4) What language is used to assess occupational safety and health performance and activities for managers? Please, describe.	
Navy	Navy policy in OPNAVINST 5100.23G requires procedures consistent with Office of Personnel Management and Navy Personnel Command directives to measure employee performance in meeting requirements and objectives. Commands are required to ensure all personnel, including managers, are fully aware of their obligations and personal responsibilities to the safety program. Commands are also required to establish clear lines of accountability and to develop safety management system guidance to measure and recognize superior and deficient safety performance. Performance evaluations shall include personal accountability consistent with the duties of the position and the SOH program. Recognition of superior performance or conversely deficient performance, as appropriate, must be provided. Safety performance of managers is assessed during annual performance assessments, including interim reviews mid-cycle.
Marine Corps	Directives and Policy (Federal, DOD and Marine Corps), and Fitness Reports for active duty personnel.

Detailed Report

The table below lists training provided by the Naval Safety & Environmental Training Center (NAVSAFENVTRACEN) consisting of 35 safety and environmental training courses across the Navy and Marine Corp enterprise, in alignment with the Department of the Navy Safety Vision, policy and instructions. The suite of both shore and afloat based training is appropriately tailored to entry level, journeyman, and management level positions. Course lengths range from two to five days (depending on the course) and are offered via a variety of learning venues to include resident, blended on-line, and Video Tele Training (VTT). In FY 2011, NAVSAFENVTRACEN held 520 convenings in 46 worldwide locations, training 9240 students. Additionally, Appendix IV lists additional safety related training as documented through Navy Knowledge Online and ESAMS.

Safety and Health Training: Please list the specific training your agency offered in 2011 and indicate the platform used and number of employees trained.

Training	Training Platform Used				Number of Employees Trained		
	Classroom	Online	Webinar	Other (please, specify)	Navy	Marine Corps	Total
Afloat Environmental Protection Coordinator	☒	☒	☒	☒ VTT	138	-	138
Asbestos	☒	☐	☐	☐	-	13,523	13,523
Asbestos Inspector Initial	☒	☐	☐	☐	39	-	39
Asbestos Inspector Refresher	☒	☐	☐	☐	105	-	105
Asbestos Management Planner Initial	☒	☐	☐	☐	14	-	14
Asbestos Management Planner Refresher	☒	☐	☐	☐	39	-	39
Asbestos Supervisor Initial	☒	☐	☐	☐	4	-	4
Asbestos Supervisor Refresher	☒	☐	☐	☐	129	-	129
Aviation Safety Specialist	☒	☐	☐	☒ VTT	156	-	156
Back injury prevention	☒	☒	☐	☐	-	157	157
Blood Borne Pathogens	☒	☒	☐	☐	-	526	526
Collateral Duty Safety Officer	☒	☐	☐	☐	-	1,388	1,388
Compressed Gas cylinders / pressure vessels	☒	☐	☐	☐	-	125	125
Confined Space Safety	☒	☐	☐	☐	69	-	69
Construction Safety Standards	☒	☐	☐	☐	106	-	106
CPR/AED	☒	☐	☐	☐	-	47	47
Electrical Standards	☒	☐	☐	☐	74	-	74
Electrical/NFPA 70E	☒	☒	☐	☐	-	1,201	1,201

Detailed Report

Training	Training Platform Used				Number of Employees Trained		
	Classroom	Online	Webinar	Other (please, specify)	Navy	Marine Corps	Total
Emergency Asbestos Response Team	☒	☐	☐	☐	10	-	10
Ergonomics training	☒	☐	☐	☐	-	1,391	1,391
Facility Response Team (FRT) Five Day	☒	☐	☐	☐	520	-	520
Facility Response Team (FRT) Three Day	☒	☐	☐	☐	550	-	550
Fall Protection	☒	☐	☐	☐	253	673	926
Fire Protection and Life Safety	☒	☐	☐	☐	126	-	126
General Industry Standards	☒	☐	☐	☐	113	-	113
Hazardous Material Control and Management (HMC&M) Technician	☒	☐	☐	☒	665	-	665
Hazardous Substance Incident Response Management (HSIRM)	☒	☐	☐	☐	444	-	444
Hazardous Substance Incident Response Management (HSIRM) Refresher	☒	☐	☐	☐	706	-	706
HAZCOM	☒	☒	☐	☐	-	5,391	5,391
Hearing Conservation	☒	☒	☐	☐	-	2,979	2,979
Incident Command System 300 (ICS 300)	☒	☐	☐	☐	200	-	200
Incident Command System 300 (ICS 300) Refresher	☒	☐	☐	☐	107	-	107
Industrial Hygiene	☒	☐	☐	☐	-	1,610	1,610
Industrial Noise	☒	☐	☐	☐	79	-	79
Introduction to Hazardous Materials (Ashore)	☒	☐	☐	☒ VTT	492	-	492
Introduction to Industrial Hygiene for Safety Professionals	☒	☐	☐	☐	83	-	83
Introduction to Navy Occupational Safety and Health (Ashore)	☒	☒	☒	VTT	451	-	451
Job Hazard Analysis	☒	☒	☐	☐	-	919	919
LOTO	☒	☒	☐	☐	-	758	758
Machine Guarding	☒	☒	☐	☐	-	577	577
Machinery and Machine Guarding Standards	☒	☒	☐	☐	125	-	125

Detailed Report

Training	Training Platform Used				Number of Employees Trained		
	Classroom	Online	Webinar	Other (please, specify)	Navy	Marine Corps	Total
Material Handling Equipment	☒	☒	☐	☐	-	386	386
Miscellaneous OSHA & Safety related courses	☒	☒	☐	☒ MC Range	-	26,995	26,995
Mishap Investigation	☒	☐	☐	☐	227	-	227
Motor Vehicle safety / Traffic Safety	☒	☐	☐	☒ MC Range	-	13,450	13,450
NAVOSH Assessment Tools & Strategies	☒	☐	☐	☐	70	-	70
Navy Ergonomics Program	☒	☐	☐	☐	113	-	113
Office Safety	☒	☒	☐	☐	-	690	690
Oil Hazardous Substance Spill Response Tabletop Exercise (OHSTTX)	☒	☐	☐	☐	345	-	345
OSHA 10/30 hour	☒	☐	☐	☐	-	358	358
Power and Hand tools	☒	☐	☐	☐	-	2,850	2,850
PPE	☒	☒	☐	☐	-	5,523	5,523
Radiation	☒	☐	☐	☐	-	268	268
Respirator Protection Program Management	☒	☐	☐	☐	389	975	1,364
Rights under OSHA	☒	☐	☐	☐	-	4,351	4,351
Safety & Health Management Systems	☒	☐	☐	☐	-	5,253	5,253
Safety Manager	☒	☐	☐	☐	20	-	20
Safety Programs Afloat	☒	☐	☐	☒ VTT	2181	-	2,181
Submarine Safety Officer	☒	☐	☐	☒ VTT	98	-	98
Supervisor Training	☒	☒	☐	☐	-	1,389	1,389

III. OSH Support Activities

A. Field Federal Safety and Health Councils & Other Social Networking

1. The Navy and Marine Corps strongly encourage membership and participation in Field Federal Safety and Health Councils (FFSHCs) and meetings. Participation and membership vary according to location, from extensive engagement, to occasional attendance at FFSHC meetings. In FY 2011, FFSHC participation included Navy and Marine Corps OSH representation from:

- Commander, Pacific Fleet(COMPACFLT)
- Fleet Cyber Command (FLTCYBERCOM)
- Space and Naval Warfare Systems Command (SPAWAR)
- Naval Supply Systems Command (NAVSUP)
- Naval Air Systems Command (NAVAIR)
- Naval Sea Systems Command (NAVSEA)
- Bureau of Navy Medicine (BUMED)
- Commander, Navy Reserve Forces Command (CNRFC)
- Marine Forces Command (MARFORCOM)
- Marine Forces Pacific (MARFORPAC)
- Marine Corps Special Operations Command (MARSOC)
- Marine Corps Installations East (MCI-E) and West (MCI-W)

All activities listed cite some level of participation in their local FFSHC and all strongly encourage full time and collateral duty safety personnel to participate. The most active Navy commands are COMPACFLT, NAVSEA, and CNRFC. COMPACFLT and CNRFC are both actively engaged in and provide Chairs to their local FFSHCs, with each having additional Navy OSH representation on their Executive Boards. NAVSEA OSH personnel are also very actively engaged in the Connecticut and Western Massachusetts FFSHC.

2. Other Committees and Activities:

The Navy and Marine Corps both promote involvement on internal and external OSH committees and working groups and in OSH activities that develop OSH personnel and benefit safety programs. Internal to the Department, OSH professional participate on DOD and Navy and Marine Corps committees, advisory boards, task forces, and working groups covering the full range of OSH efforts from the executive and senior OSH leadership levels, to regional and installation level working groups and committees. Examples include the Navy and Marine Corps Safety Quality Council, Ergonomics Working Group, Fall Protection Working Group, Electrical Safety Working Group, Emergency Management Working Group Public Safety Working Group (PSWG), System Safety Advisory Board (SSAB); etc. Navy and Marine Corps personnel also participate in DOD working groups in support of OSH issues with joint service application. Navy and Marine Corps OSH professionals participate in a range of interagency working groups, with local authorities, on technical committees, and are members of any number of OSH professional societies and organizations.

Funding permitting, there are provisions to fund OSH professional development through attendance at conferences and workshops, in training programs, through university programs on site or on-line, and in support of OSH professional credentialing. A wide range of on-line training is also available at no cost to OSH personnel via the Navy Safety and Environmental Training Center. See Appendix IV. for a listing of on-line OSH courses.

Navy and Marine Corps OSH professionals are represented across many professional OSH societies and organizations and are actively involved as members at the chapter and regional levels; some OSH personnel participate on technical committees as subject matter experts. These may include the American Society of Safety Engineers (ASSE), American National Standards Institute (ANSI) Committees, National Fire Protection Association (NFPA), National Safety Council (NSC), American Industrial Hygiene Association (AIHA), and the American Conference of Governmental Industrial Hygienists (ACGIH). Multiple Navy and Marine Corps OSH personnel are involved in the Regional and National Voluntary Protection Programs Participants' Association (VPPPA). OSH professionals may also be found participating in allied professional organizations such as occupational medicine and nursing organizations.

Navy and Marine Corps OSH personnel typically attend annual conferences throughout the year to include national, regional or local-level professional development conferences (PDCs) such as the ASSE sponsored PDCs, the NSC Congress, the Annual Industrial Hygiene Conference and Exposition (AIHce), etc. Attendance at local professionally affiliated meetings is also common. Department OSH professionals also attend the DOD Safety and Industrial Hygiene Forums at the NSC Congress and American Industrial Hygiene Conference and Exposition convenings. The Department of the Navy also hosts and participates in a joint service annual Safety PDC and the Navy Occupational Health community participates in the annual joint service Public Health Conference. Where travel to a meeting is involved, funding constraints are a constant challenge.

The Department of the Navy continues to emphasize and reinforce attainment of advanced safety education, degrees, and certifications. Where funding permits, the Department has provisions for tuition funding reimbursement to encourage OSH personnel to pursue higher or advanced education through local universities, on-site or on-line. During FY 2011, the Marine Corps funded twenty-two specialists and senior staff non-commissioned officers with specialized safety training (15 weeks) at the Joint Service Safety and Occupational Health Training Program, Fort Rucker, Alabama. Additionally, the Army provides both Navy and Marine Corps OSH personnel with an opportunity to receive an ANSI safety certificate that ensures OSH personnel have the requisite skills to provide a fundamental level of safety service delivery to their customers.

DOD is collaborating with the Office of Personnel Management (OPM) on behalf of the Federal Advisory Council on Occupational Safety and Health (FACOSH) to develop a competency model and career map for the GS-0018 Safety and Occupational Health Management series. Both Navy and Marine Corps OSH personnel participated in meetings and an occupational analysis survey that informs the career map. The Department of the Navy fully supports this effort to improve OSH personnel qualifications which will benefit the all agencies across the Federal government.

Professional certification of all qualified Navy and Marine Corps OSH personnel is an ongoing key goal for the Department of the Navy. Approximately 10% of Navy and Marine Corps OSH personnel are professionally certified. There are 65 Navy and Marine Corps CSPs and 96 Navy CIHs. Several Navy OSH and industrial hygiene professionals possess both credentials. Chapter 6 of the Navy's Safety and Occupational Health Program Manual (OPNAVINST 5100.23G) contains language in support of professional OSH certification:

"Certification of individuals in their professional specialty is highly desirable and fully supported by the U.S. Navy. Commanders of local commands should encourage personnel to obtain professional certification, such as Certified Safety Professional (CSP), Certified Industrial Hygienist (CIH), Certified Occupational Health and Safety Technologist (OHST), Certified Occupational Health Nurse (COHN), and certification by the American Board of Preventive Medicine in Occupational Medicine (ABPM). Local commands shall support the efforts (within funding capabilities) for the certification of their staffs by providing funding for preparatory courses and attendance at meetings/courses for the purpose of maintaining certification. For civilian personnel, payment of costs associated with obtaining and renewing professional credentials including professional accreditation, state-imposed and professional licenses, and professional certifications, and examinations to obtain such credentials is authorized. Given the availability of funding, a Navy activity may pay for professional credentials that are necessary or beneficial for the civilian employee in the performance of official duties[17,18]." Professional Engineers (PEs) performing OSH duties are also recognized.

The Department of the Navy does not have a Certified Safety and Health Committee per 29 CFR Part 1960, Subpart F.

3. Social Networking as an aid for OSH programs - Does your agency use social networking communities and relationships in promoting, improving and building higher standards of workplace safety and health?

   Yes ☒ No ☐

   If yes, fill in the chart below. If the social networking site you use is not listed, write it in the provided blank spaces:

[17] Section 1112 of the National Defense Authorization Act for Fiscal Year 2002, Public Law 107-107, amending 5 U.S.C. 5757, http://www7.nationalacademies.org/ocga/laws/PL107_107.asp

[18] Assistant Secretary of Defense (Civilian Personnel Policy) memo of 17 Jun 02, "Payment of Expenses to Obtain Professional Credentials", http://www.public.navy.mil/donhr/Documents/Civilian%20Human%20Resources%20Manual/40_SUBCHnew.pdf

Detailed Report

	Facebook	Twitter
How long has the agency's OSH program had an account on the following social networking site?	Navy – 2 yrs. Marine Corps – 1 yr.	Navy – 2 yrs. Marine Corps – N/A
How often is the OSH sites updated?	Weekly	As needed
Does the occupational safety and health program provide links to worksheets to inform employees about Occupational Safety and Health?	Yes ☒ No ☐	Yes ☒ No ☐
How much traffic does the social networking site receive weekly (W), monthly (M), and yearly (Y)?	Navy – Daily (tracked in real time) Facebook has a built in feature that allows daily, weekly, or monthly viewing of site traffic volume. Marine Corps – 1,400 hits per month(M)	Navy ONLY – Daily (tracked in real time) Marine Corps – N/A
Has your agency made any policy changes to develop social networking for your OSH programs?	Yes ☒ No ☐	If yes, briefly describe-Navy ONLY – General policy change allowed Navy-wide use of social media, not restricted to safety. Navy and Marine Corps use as a force multiplier to communicate safety and health messaging.

B. Ergonomic Program

1. Does your agency have a program to address ergonomics?

Injury and illness trends continue to ensure that the Department of the Navy focuses on ergonomics as a significant safety program emphasis area. Primary Ergonomics Program policy for the Navy is detailed in the Chapter 23 of OPNAVINST 5100.23G[19] and, for the Marine Corps, in Chapter 19 of NAVMC DIR 5100.8[20]. The policies address responsibilities, workplace inspections, evaluations, engineering controls, training, physical risk factors, computer workstation checklists, resources, training, and ergonomics considerations for shift workers.

[19] OPNAVINST 5100.23G, *Occupational Safety and Health Program Manual*, Chapter 23, *Ergonomics Program*, http://doni.daps.dla.mil/Directives/05000%20General%20Management%20Security%20and%20Safety%20Services/05-100%20Safety%20and%20Occupational%20Health%20Services/5100.23G%20w%20CH-1.pdf

[20] NAVMC DIR 5100.8, Marine Corps Occupational Safety and Health Program Manual, Chapter 19, http://www.marines.mil/news/publications/Documents/NAVMC%20DIR%205100.8.pdf

Detailed Report

NAVFAC manages the Navy Ergonomics Program and provides a wide range of no-cost products, services, and technical knowledge to activities Department-wide to support mission readiness through prevention of musculoskeletal disorders and reduction of associated costs. Additional details are available on the NAVFAC Ergonomics website.[21]

A Certified Professional Ergonomist (CPE) is the Navy's ergonomics subject matter expert who provides ergonomic program and technical support to Navy and Marine Corps commands, represents the Department of the Navy on the DOD Ergonomics Working Group, and is the ergonomics technical representative to the DSOC Installation and Industrial Operations Task Force.

In FY 2011 the CPE continued to provide ergonomics expertise and to address ergonomics initiatives by providing parameters, tools, and intervention strategies to reduce workplace musculoskeletal disorders (WMSDs). The CPE also served as the Chair, Navy Ergonomics Working Group (Ergo WG), which is under the auspices of the Navy Executive Safety Board. The CPE and Ergo WG will continue to support Navy and Marine Corps in identifying and reducing workplace WMSDs.

In addition to ergonomics training courses, NAVFAC CPEs conducted initial risk assessments or resolved 18 individual ergonomic hazards in FY 2011 for sites located in California, Georgia, Connecticut, and Washington. Many were "first look" site visits for hazards reported in the Navy's Hazard Abatement database and resulted in Ergonomics Risk Assessments and Site Analyses containing recommendations for best value resolutions. Two of these projects were successfully completed in FY 2011.

2. What efforts does your agency take to recognize and address ergonomic hazards?

The Department of the Navy offers the Navy Ergonomics Program Course (A-493-0085) through the Navy Safety and Environmental Training Center. The course is provided to 40 Navy and Marine Corps students, five to seven times a year, at various sites across the U.S. and abroad. The course is a hands-on, practical approach to ergonomics with extensive class exercises and case studies of Navy and Marine Corps work environments. Upon completion of this course, students have a firm understanding of ergonomics principles affecting their work environment. Students assess ergonomic risks in the workplace using the Ergonomics Survey Tools from the Chapter 23 of the Navy Safety and Occupational Health Program Manual (OPNAVINST 5100.23). The course also covers WMSDs, workstation and task design, establishing an ergonomics program, as well as computer and industrial workstation set-up and evaluation. Participants conduct an ergonomics assessment in the field at a Navy/Marine Corps activity, analyze the data, generate recommendations, and present their findings. All Navy OSH personnel are required to attend this course, and CIHs, CSPs, and COHN's can earn certification maintenance points for successfully completing the course. Seven courses were provided in FY 2011 to 113 Navy and Marine Corps students.

[21] NAVFAC Ergonomics website, https://portal.navfac.navy.mil/portal/page/portal/navfac/navfac_ww_pp/navfac_hq_pp/navfac_sf_pp/navfac_sf_ergonomicss/tab111603

Detailed Report

NAVSEA established the Naval Shipyard Ergonomics Community of Practice whereby Naval Shipyard ergonomic subject matter experts meet to exchange and share idea to improve ergonomics for the shipyard worker. Initiatives include zero-G robotic arms, fall harnesses, low vibrations power tools, and abrasive blasting techniques. Each Marine Corps organization has an appointed Ergonomics Program Manager, and an Ergonomics Committee to aid the local OSH Program Manager in ensuring a comprehensive program is in place.

3. Has the agency adopted any effective process to reduce ergonomic exposure and hazards? If yes, please, explain.

General ergonomics awareness training is provided throughout the enterprise. Multiple job specific ergonomics training courses are available and provided as needed. Ergonomic coordinators and team members conduct ergonomic analysis including evaluation and design of work centers, environment, jobs, tasks, equipment, and processes in relationship to the individual's motor movement capabilities and interactions in the work center. The goal is to ensure the job fits the person, rather than fitting the person to the job. Additionally, both Navy and Marine Corps have funded replacement of office chairs and workstations with appropriate equipment, along with improved ergonomically "friendly" desktop equipment such as ergonomic keyboards.

The Marine Corps has noted that when the Ergonomics Program is implemented to its full potential, the program is a tremendous asset to the commander and at larger installations, requires a fulltime manager/coordinator. Emphasis at the local level is on the Ergonomics Program to assist in identifying key areas of concern and high mishap zones. This has proven to lead to reduced mishaps, lower Lost Work Days, and enhance safety programs.

C. Psychosocial Risk Factors:

1. In FY 2011, did your agency's OSH program work with employee assistance or equal employment opportunity programs, or use any of the following tools to address psychosocial risks? (Check all that apply)
   - ☒ A change to the way work is organized
   - ☒ A redesign of the work area
   - ☒ Confidential counseling for employees (Marine Corps Only)
   - ☒ Establishment of a conflict resolution procedure (Marine Corps Only)
   - ☒ A change to working time / schedule arrangements
   - ☒ Provision of psychosocial risk specific training (such as time management, conflict resolution, cultural sensitivity)

2. These risk factors are most typically dealt with under the purview of HR, Equal Employment Opportunity, and/or Security, depending on the local organization. Available employee assistance resources are briefed and available to all personnel. OSH staff gets involved on rare occasions to assess situations and offer recommendations to address potential contributing OSH factors.

Detailed Report

a. In FY 2011, did your OSH staff receive any requests from employees to address:			
Psychosocial Risk Factors	**Yes**	**No**	**If yes, provide description:**
Workplace Stress	☐	☒	
Bullying	☐	☒	
Harassment	☐	☒	
Workplace Violence	☐	☒	
b. Does your OSH program have safety and health procedures in place to deal with:			
Psychosocial Risk Factors	**Yes**	**No**	**If yes, provide description:**
Workplace Stress	☒	☐	OPNAV 5100.23G, Chapter 10 addresses OSH procedures in handling reports of unsafe/unhealthful working conditions to include workplace stress, violence and harassment. Some commands offer workshops that deal with stress and anger management.
Bullying	☐	☒	Safety concerns are addressed in overarching personnel guidance.
Harassment	☐	☒	Safety concerns are addressed in overarching personnel guidance.
Workplace Violence	☐	☒	Safety concerns are addressed in overarching personnel and emergency response guidance.

D. Telework – Department of the Navy civilian teleworking is governed by DOD *Telework Policy*[22], and, for the Marine Corps, instruction *Telework for Civilian Marine Employees*[23].

Telework	Yes	No	If yes, describe & attach copy
1. Does your agency have a policy in place for dealing with the safety and health of teleworking employees?	☒	☐	DODI 1035.01, *Telework Policy* MCO 12600.1, *Telework for Civilian Marine Employees* DD Form 2946, "*Department of Defense Telework Agreement*[24]"
2. Has OSH guidance been provided to teleworkers in your agency?	☒	☐	Completed DD Form 2946s address the logistics of alternate workplace arrangements including safety requirements for the alternate workplace and the employee's emergency response telework responsibilities.
3. Does your agency have a checklist for risk assessment for telework environment?	☒	☐	DD Form 2946, Page 3 NAVMC 11672: *Safety Checklist*[25]

[22] DODI 1035.01, *Telework Policy*, http://www.dtic.mil/whs/directives/corres/pdf/103501p.pdf
[23] MCO 12600.1, *Telework for Civilian Marine Employees*, http://www2.marines.mil/news/publications/Documents/MCO%2012600_%201.pdf
[24] DD Form 2946, "*Department of Defense Telework Agreement*," http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm
[25] NAVMC 11672: *Safety Checklist* http://www.marines.mil/unit/hqmc/hr/Documents/NAVMC_11672.pdf

Detailed Report

Telework	Yes	No	If yes, describe & attach copy
4. Does your agency have a policy for continually evaluating the effectiveness of preventive measures for teleworking employees?	☒	☐	DODI 1035.01 and MCO 12600.1 address this in several areas: Telework agreements are reviewed by the supervisor and teleworker and re-validated at least every 2 years; for Marine Corps annually, and revised when appropriate, such as when there is a change in supervisor/employee relationship.
5. Has your agency had any injuries reported by teleworkers during this past year?	☐	☒	
6. Has your agency included a section on Emergency Preparedness in your telework policy?	☒	☐	DODI 1035.01,Paragraph 3.f Completed DD Form 2946s addresses the logistics of alternate workplace arrangements including the employee's emergency response telework responsibilities.

E. Return to Work Programs (RTW)

The Department of the Navy made no specific changes in its RTW Programs in FY 2011, although the Department's Lost Work Day Rate increased in FY 2011 from FY 2010 by 3.9%. The Navy and Marine Corps continue to use an integrated team approach involving the first-line supervisor, HR specialists, medical professionals, OSH professionals, and FECA Injury Control Program Administrators to return injured employees back to work as soon as possible in a restricted or light duty capacity or by restructuring the job to accommodate medical restrictions. Accommodations are made for workspaces, accessibility and special parking as necessary. One effective method to encourage light duty is that in many commands, the supervisor accompanies the employee to the local clinic to highlight the light-duty opportunities. This has proven to be an effective way to create light duty opportunities out of what might otherwise be, and historically were, lost time cases.

The Navy also continues to use traditional tools such as OWCP's Nurse Services and DOD's Pipeline Reemployment Program to reduce lost production days due to work related injuries and illnesses. Use of the Pipeline Program also significantly speeds the process of returning injured employees to light duty positions by providing over hire authority and funding for the entire first year of return to work.

F. Occupational Exposure Limits (OELs):

1. What OELs does your agency use to analyze hazardous chemicals?		
Standards	**Yes**	**No**
PELs (Permissible Exposure Limits)	☒	☐
1989 PELs (Rescinded)	☒	☐
RELs (Recommended Exposure Limits – NIOSH)	☒	☐
TLVs (Threshold Limit Value – ACGIH)	☒	☐
WEEL (Workplace Environmental Exposure Level – AIHA)	☒	☐
IOELVs (Indicative Occupational Exposure Limit Values – EU)	☐	☒
Other: Please specify below.	☒	☐

1. Does your Department/Agency develop in-house OELs for hazardous chemicals used in the workplace? Yes ☐ No ☐
   If so, are the limits more stringent than for any of the hazardous chemicals with an established permissible exposure limit by OSHA? Yes ☐ No ☐
   If yes, are the OELs published? See discussion below.

2. Does your Department/Agency develop in-house OELs for hazardous chemicals that do not have a PEL established by OSHA? Yes ☐ No ☒
   If yes, are they published? See discussion below.

3. How are in-house OELs adopted by your Department/Agency? N/A
   Who's responsible for the OELs adoption? See discussion below.

4. How are in-house OELs enforced by your Department/Agency? N/A
   Who's responsible for OEL enforcement? N/A See discussion below.

Discussion.

The Department of the Navy has a policy that provides for establishment of Navy developed standards in the absence of an OSHA PEL, but there are currently no Navy developed and approved OELs. Chapter 16, *Occupational Safety and Health Standards*, OPNAVINST 5100.23G, *Navy Safety and Occupational Health Program Manual*, provides policy governing OELs. Navy OELs for chemical contaminants include:

- 1989 OSHA Permissible Exposure Limits (PELs);
- Substance specific regulations issued by OSHA under section 6(b) of the *Occupational Safety and Health Act* of 1970;
- Navy developed standards; and, in the absence of an OSHA PEL or Navy developed standard; and,
- The American Conference of Governmental Industrial Hygienists (ACGIH) Threshold Limit Values (TLVs). (Note: When the OEL is based on a limit derived from the OSHA Z-1, Z-2 or Z-3 Tables, reports of data must include the ACGIH TLV as additional guidance.)

Detailed Report

V. Goals and Accomplishments

1. Accomplishments for FY 2011

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
a. Ergonomics			
1. Continue to identify and develop solutions and alternatives to ergonomics hazards of high risk occupations.	Yes ☒ No ☐	FY 2011/ Ongoing	Implementation of abatement projects and ergonomics site assessments with abatement options (various).
2. Develop ergonomics best practices guide for mechanics.	Yes ☐ No ☒	FY 2011/ Ongoing	Publication of guidance document; draft document developed FY 2011
3. Update existing ergonomics guidance documents.	Yes ☒ No ☒	FY 2011/ Ongoing	Draft update to Ergonomics Program, Chapter 23, of OPNAVINST 5100.23G Navy Safety and Occupational Health (SOH) Program Manual. Revisions to Computer Workstation Chair Selection Guide
4. Provide tools, criteria, and safe work practices to ensure viable ergonomics programs are developed and managed at Navy commands.	Yes ☒ No ☐	FY 2011/ Ongoing	Ergonomics assessments of industrial work providing alternatives to abate risk factors
5. Continue to improve existing design criteria documents to integrate ergonomics into the facility design process and culture.	Yes ☒ No ☐	FY 2011/ Ongoing	Revision to Design/Build contracting documents. Training of engineers responsible for design, planning and project management. Draft documents revised FY 2011.
6. Interact with Navy and non-Navy organizations on the technical aspects of implementing ergonomics resources for the anticipation, recognition, evaluation, and control of workplace hazards and finding innovative solutions for Navy implementation.	Yes ☒ No ☐	FY 2011/ Ongoing	Partnering with DOD Ergonomics WG to develop processes and abatement alternatives

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
7. Improve ergonomics awareness by posting best practices news items and emphasizing Navy-wide training and education.	Yes ☒ No ☐	FY 2011/ Ongoing	Publication of news items i.e. DD Ergonomics WG's "Ergonews". Provided seven (7) training sessions of Navy Ergonomics Program course A-493-0085; presentation at conferences i.e. NAVOSH Professional Development Conference, Rotary-Wing Aircraft Seating Forum and specialty training to SeaBees on ergonomics in construction. Received DOD EWG Best Practice Award for "Navy: Anchored Ladder/Watertight Fixture Repair"
b. Fall Protection			
1. Finalize criteria and procedures for identification and use of safe anchorages.	Yes ☒ No ☐	Complete	Incorporated into revised Fall Protection Guide.
2. Review, update, and improve existing Fall Protection Program Chapter as part of OPNAVINST 5100.23H update.	Yes ☒No ☐	Near Final FY 2011	Completed review and update. Awaiting Echelon II review prior to issuance.
3. Provide Fall Protection expertise and technical assistance to Navy Commands to establish and manage viable Fall Protection programs.	Yes ☒ No ☐	FY 2011/ Ongoing	Improved programs and infrastructure and equipment to reduce fall-related injury rates; reduced frequency and severity of fall-related injuries
4. Finalize Afloat Fall Protection Chapter and Guide.	Yes ☐ No ☒	FY 2011/ Ongoing	Final Afloat Fall Protection Chapter and Guide
5. Improve existing design criteria documents to integrate fall protection requirements in the Navy acquisition process.	Yes ☐ No ☒	FY 2011/ Ongoing	Fall protection requirements integrated into all Navy acquisition project designs
6. Develop guidance documents and solutions to known fall hazards (e.g., cranes, shipyards, aviation).	Yes ☐No ☒	FY 2011/ Ongoing	Relevant sections were reviewed and updated. Guidance for aviation chapter is completed including templates and checklists. Shipyard efforts ongoing. Cranes yet to be initiated.
7. Update existing guidance documents including Navy Fall Protection Guide for Ashore Facilities.	Yes ☒ No ☐	FY 2011/ Ongoing	Revision completed; Final Navy Fall Protection Guide for Ashore Facilities in review.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
8. Continue providing fall protection best work practices from other government agencies (e.g., ANSI/OSHA/DOD).	Yes ☒ No ☐	FY 2011/ Ongoing	Improved programs and infrastructure and equipment to reduce fall-related injury rates; reduced frequency and severity of fall-related injuries
9. Assist other DOD agencies to establish and manage their fall protection programs.	Yes ☒ No ☐	FY 2011/ Ongoing	Partnering with Air Force, US Army Corps of Engineers, Coast Guard
10. Interact with other boards, committees, and working groups, both internal and external to the Navy, on technical aspects for fall protection and prevention, resources for anticipation, recognition, evaluation and control of fall hazards, and innovative solutions for Navy implementation.	Yes ☒ No ☐	FY 2011/ Ongoing	Fall Protection Working Chairman represents Navy on ANSI Z359 Fall Protection Guidelines Committee
11. Improve fall protection awareness by emphasizing Navy-wide training and education.	Yes ☒ No ☐	FY 2011/ Ongoing	Updated/revised fall protection training available through ESAMS and continue to provide training to architects, engineers, roof inspectors, and squadrons.
12. Continue to hold semiannual Fall Protection WG meetings and invite other DOD agencies to participate.	Yes ☒ No ☐	FY 2011/ Ongoing	Fall Protection Working Group met three times during FY 2011
13. NAVSEA continue to push design criteria to OPNAVINST 5100.19E standards and begin work on individual equipment elements.	Yes ☐ No ☒	Ongoing	Fall protection design criteria fully integrated into OPNAVINST 5100.19E.
c. Noise Control/Hearing Conservation Program			
1. Continue aviation research to reduce noise in tactical fighter jet engine exhaust.	Yes ☒ No ☐ (budget limited)	Ongoing pending further R&D funding	Ground testing has indicated 3 dB noise reduction achieved through retrofit of nozzle chevrons on F-18 engine. Flight testing planned and funded for FY 12. However, no current funding for fleet introduction. Joint Strike Fighter program has planning in place for R&D efforts and some funding. Seeking $M for development effort by Pratt and Whitney. Working group formed to address propulsion noise. Some

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
			carryover from civilian industry, but differences in tactical (fighter) jets preclude direct technology transfer.
2. Develop a Navy Hearing Protection roadmap as directed by the Vice Chief of Naval Operations.	Yes ☒ No ☐	FY 2011/ Ongoing	Formation of high level working group Oct 2011 chartered by ASN RDA (head of Naval Acquisition) in June 2011. Working group reporting to System Safety Advisory Board. Perusing several efforts including update of Mil Std 1474 and periodic reports to VCNO and ASN RDA. Formation of working group 10-2011, planning documents developed. Periodic reporting initiated. Still require development of long-term plan with funding and commitment by ASN RDA and systems commands.
3. Continue efforts to improve mathematical modeling for calculation and control of ship noise in design.	Yes ☐ No ☒	Ongoing	Mathematical noise control models integrated into all existing and future ship design.
5. Integration of the regional Hearing Conservation (HCP) managers into the BUMED SOH team and strategic goals.	Yes ☒ No ☐	Complete FY 2011	Full HCP Manager SOH team integration
d. Personal Protective Equipment			
1. Begin initial production and deployment of advanced aviation support flight deck cranial.	Yes ☒ No ☐	Complete FY 2011	Production and deployment initiated.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
2. Update OPNAV policy to establish an upper limit of double hearing protection, above which engineering or administrative controls are required.	Yes ☒ No ☐	Near complete	Existing guidance revised as part of rewrite of OPNAVINST 5100.23G, awaiting review and ultimate issuance. Once the policy is issued, the U.S. Navy will be able to track those Navy workplaces that exceed the capability of double hearing protection, which will require engineering controls or work rotation. Given the VA hearing loss cost of over $1B annually to DOD vets, this policy change should raise the importance of engineering control of high noise and, hopefully, make noise control in design the centerpiece of our hearing conservation program. The upper limit for double hearing protection was added to draft OPNAVINST 5100.23H, chapter 18, Hearing Conservation. 1 year for draft and another year to get finalized and issued.
3. Reduce personnel noise exposures associated with new and legacy systems and equipment. Deployment of an improved aviation support (flight deck) cranial helmet and fitting certain high risk personnel, such as the Littoral Coastal Ship with custom molded earplugs is continuing.	Yes ☒ No ☐	FY 2010, 2011/ Ongoing	Effectiveness of flight deck cranial in noise control (very good to about 130 dB, but technical challenges remain above this level, reportedly well received by users); Rate of deployment in the fleet and user acceptance for the aviation support cranial; Transition to other systems is still in the development phase.
4. Continue and expand Navy-wide efforts of the Personal Protective Equipment Acquisition Working Group (PPE WG) to improve the availability of state-of-the-art PPE to U.S. Navy Sailors and civilians.	Yes ☐ No ☒	Ongoing	WG efforts did not result in addition of any new PPE to supply system. WG continues efforts to improve abrasive blasting protective equipment, improved guidance for selection of chemical resistant gloves by shipboard personnel and stimulating evaluation of better gloves for shipboard dishwashing (current product don't fully prevent water leakage over the top of the glove).
5. Continue to deploy custom molded earplugs.	Yes ☒ No ☐	Ongoing	

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
e. Safety in Acquisition			
1. Enhance oversight of and integration of OSH considerations into the systems engineering process for military systems acquisition.	Yes ☒ No ☐	SECNAVINST 5000.2 2009-2011 MIL-STD-882 2005-present Systems Engineering Technical Guide 2009 - 2011	• Because Safety is integrated into the systems engineering review process, success is evaluated by the effectiveness of the process as a whole. - Safety related requirement in SECNAVINST 5000.2 (See http://doni.daps.dla.mil/Directives/). - Update of MIL-STD-882, including re-write of key sections and support for re-inserting task (contract) deliverables into the standard. Publication anticipated in 2012. - Detailed guidelines for OSH review criteria are included in the Systems Engineering Technical guide.
2. Collaborate with the Defense Acquisition University to improve safety-related inputs for acquisition professional training, and develop training to improve OSH professional ability to communicate design-related issues to the acquisition community.	Yes ☐ No ☒	Ongoing	Ongoing collaboration for this effort via DOD Acquisition Environmental Safety and Occupational Health Working Group. The Navy also continues to maintain and enhance a website for safety in acquisition http://www.public.navy.mil/navsafecen/Pages/acquisition/acquisition.aspx
f. Emergency Management			
1. Integrate OSH policy and procedures into emergency management planning and policy documents.	Yes ☐ No ☒	Ongoing	OSH guidance integrated into emergency management planning and policy documents per OSHA guidance at http://www.osha.gov/Publications/3356.html and OPNAVINST 5100.23 Chap 26.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
g. Information Management Systems			
General			
1. Establish the access to authoritative data sources as a priority for the coming years.	Yes ☒ No ☐	Ongoing	
ESAMS			
1. Complete development and testing of the ESAMS Needs Assessment function by the end of FY 2011.	Yes ☐ No ☒	Ongoing	Ease of use and accurate recording of safety service requirements and associated budget and manning requirements via Program Objective Memorandum Tool.
2. Increase use of ESAMS throughout Navy and Marine Corps	Yes ☐ No ☒	Ongoing	Compare the number of personnel in Total Workforce Management System to the number in ESAMS.
3. Improve ESAMS functionality - full documentation self assessment - timeliness, quality, and availability of safety records - increase Fire & Emergency Services (F&ES) data accuracy - Fully integrate National Fire Incident Reporting System (NFIRS) work/punch list	Yes ☐ No ☒	Ongoing	Functionality improvements fully integrated.
4.Deploy ESAMS as a Navy Medicine standardized data management system.	Yes ☒ No ☐	Complete	ESAMS now deployed.
5. Determine the specifics for integrating ESAMS functionality into the DON's Risk Management Information System (RMIS).	Yes ☐ No ☒	Ongoing	RMIS development efforts underway.
E-Tracker			
1. Implement key system improvements to include authentication/service labels (i.e., Station, Installation, District, Region, Enterprise) and modify the E-Tracker module.	Yes ☐ No ☒	Ongoing	All improvements implemented.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
2.Implement the Fire & Emergency Services dashboard design	Yes ☐ No ☒	Ongoing	Fire & Emergency Services dashboard.
WESS			
1.Improve WESS functionality - - - Complete WESS Aviation module to include a second and third spiral release to provide full functionality - import medical injury/illness data - import hearing conservation - import OWCP data and from the DOL Safety First Event Reporting (SaFER) system to better identify OSHA recordable cases	Yes ☒ No ☐	Fall FY 2011	Modules rolled out. Still continue to work improvements.
2. Continue re-write of WESS consolidated modules to include: - DOD-mandated Minimum Data Elements	Yes ☐ No ☒	Ongoing	Anticipate 3rd quarter FY 2012 completion.
DOEHRS			
1. Increase implementation and use of Defense Occupational and Environmental Health Readiness System (DOEHRS).	Yes ☐ No ☒	Ongoing	
h. Mishap Prevention/Hazard Abatement			
1. Complete Mishap Prevention and Hazard Abatement Program projects approved for FY 2011.	Yes ☒ No ☐	Partial Complete/ Ongoing	Projects completed in FY 2011 or pushed to FY 2012 awaiting new MPHA contract.
2. Prioritize and select FY 2012 MPHA Projects.	Yes ☐ No ☒	Ongoing	The MPHA program has been in the process of soliciting a full support contract that will provide a vehicle to abate hazards for over a year.
3. Mishap Record Keeping	Yes ☒ No ☐	Complete	Implemented ESAMS and improved use of WESS to better track and trend mishap data.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
4. Promote region-wide mishap prevention through Commander's safety awards program.	Yes ☒ No ☐	Complete	Presentation of Commander's Safety Award for Best Safety Program in Region – awarded to NH Beaufort.
5. Maintain communication and networking with activity SOH managers for ensuring an effective mishap prevention program.	Yes ☒ No ☐	Quarterly/ annually/ and on as needed basis/ Ongoing	Long term initiative. Quarterly audio conferences, quarterly review and discussion of safety metrics, review and discussion of activity annual self-assessments/improvement plans, continuous email and one-on-one phone consultations.
i. Emerging Technologies/Energy Initiatives			
1. Continue to monitor nanotechnology and OSH literature for applicability to the U.S. Navy.	Yes ☒ No ☐	1 year for draft and another year to get finalized and issued.	Nanomaterial policy was added to OPNAVINST 5100.23H, Chapter 7, Hazardous Material Control and Management, adopting the DOD policy letter on nanomaterials. Success will be measured by issuing the policy and then getting feedback from the Navy Institute of Nanoscience, Navy Office of Naval Research (ONR), and major Naval laboratories (i.e., NAVAIR, NAVSEA, and BUMED) that use nanomaterials.
2. In partnership with NIOSH, determine optimal air flow rate in aircraft paint hangars under reduced air flow rates that will protect health and safety and reduce energy costs and environmental footprint.	Yes ☒ No ☐	Study complete; Final report publication imminent.	• Report findings indicate need for additional monitoring to substantiate initial positive results. • Navy final review complete; NIOSH incorporating comments and finalizing the report "Experimental and Numerical Research on the Performance of Exposure Control Measures for Aircraft Painting Operations." Report publication imminent. Naval Facilities Engineering Service Center (NAVFAC ESC) and the Navy Medical Center San Diego, Industrial Hygienists provided research support.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
3. Naval Facilities Engineering Service Center will continue to evaluate performance, effectiveness, energy consumption, and SOH regulatory compliance associated with abrasive blast facilities affects on a variety of facility operational characteristics.	Yes ☒ No ☐	Progress in FY 2011/ Ongoing	Long term effort.
j. Leadership and Management			
1. Finalize NESB charter.	Yes ☒ No ☐	Complete March 2011	NESB Charter finalized and published.
2. Convene at least one NESB meeting.	Yes ☒ No ☐	Complete Dec 2010	NESB convened in 1st qtr FY 2011 to review FY 2010 safety performance
3. Analyze Enterprise-wide data from CY 2010 unit self assessments.	Yes ☒ No ☐	Near complete	Report of Analysis to be briefed to NESB at Jan 2012 meeting
4. Establish new Navy self-assessment roll-up report.	Yes ☐ No ☒	Ongoing	Self-Assessment roll-up report complete and in use.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
5. Continue to update and improve OPNAV safety policies. Anticipating several policy updates. Continue to update and improve OPNAV safety policies. Anticipating several policy updates in FY 2011: OPNAV Instruction 5100.23G, Change One to Navy Safety and Occupational (SOH) Program Manual, OPNAV Instruction 5100.23H, Navy Safety and Occupational (SOH) Program Manual, OPNAV Instruction 5100.19F, Navy Safety and Occupational (SOH) Program Manual for Forces Afloat.	Yes ☒ No ☐	OPNAV Instruction 5100.23G, Change One issued 21 July 2011.	Work continues on revision to Afloat Safety Manual.
6. Command Review of Metrics and Self Assessments	Yes ☒ No ☐	FY 2011	Each subordinate command provided supporting documentation to show the Command leadership reviewed and approved the metrics and assessments.
7.Implement OSHA's Voluntary Protection Program (VPP) Command-wide and at NAVSEA Headquarters.	Yes ☒ No ☐	Annual	Headquarters completion of the OSHA Challenge Stages, field activity progress in their preparations for VPP.
8. Complete scheduled SOHMEs at activities w/in 3 yr frequency requirement	Yes ☒ No ☐	Within 3 yr cycle/ Ongoing	On-site visits and official reports.
9. Cross pollinate safety programs conducting Commandant of the Marine Corps CSA's with accompanying major command Safety managers.	Yes ☒ No ☐	~6 months within FY 2011/ Ongoing	Safety Manager feedback, CSA, local major command CGIP results, and CMC (SD) Currently using safety managers to assist in the CSA for other installations and commands.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
10. Continued Marine Corps emphasis on VPP	Yes ☒ No ☐	FY 2011	Fourteen Marine Corps activities were challenged to obtain VPP Star status. One activity has achieved VPP Star status, with two additional activities preparing submissions. 16 government trained VPP Special Government Employees (SGE) support the VPP challenge and participants in their local areas.
k. Occupational Health/Industrial Hygiene			
1. Develop program and processes for deployment medical readiness	Yes ☐ No ☒	Ongoing	Policy that prescribes programs and process for deployment medical readiness
2. Make safety improvements in the Navy's Physical Training program.	Yes ☐ No ☒	Ongoing	Naval Audit Service provided status brief to COMNAVSAFCEN on 3 Oct 2011 on their audit entitled Impact of Physical Readiness Training on Personnel Safety. Brief included findings and recommendations for program improvement. Awaiting release of final report.
3. The development and implementation of a Strategic Occupational Medicine Business Plan for Navy Medicine Enterprise.	Yes ☐ No ☒	Ongoing	Strategic Occupational Medicine Business Plan for Navy Medicine Enterprise
4. Update BUMEDINST 5100.13D to include the requirement for technical management and control of IH and OEM resources at MTFs and branch clinics.	Yes ☒ No ☐	Complete FY 2011	Instruction updated.
5. Implement strategies to improve exposure monitoring plan completion rates.	Yes ☐ No ☒	Ongoing	Ability to tabulate exposure monitoring plan completion rates.
6. Explore feasibility of creating standardized position descriptions for the OEM professional positions (600 series).	Yes ☐ No ☒	Ongoing	Position descriptions in place
7. Establish BUMED safety/IH award processes which drive achievement of key safety goals and benchmarks.	Yes ☐ No ☒	Ongoing	Award policy and process in place

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
8. Review and recommend changes to OPNAVINST 5100.23G Chapter 3, Industrial Hygiene Staffing Guide based upon the results and corrections of the proposed NMSC/NMAT IH staffing model.	Yes ☐ No ☒	Ongoing	Staffing guide changes in developed and in policy
l. Safety and Occupational Health Staffing			
1. Assess demographic current safety staff to determine succession planning needs.	Yes ☐ No ☒	Ongoing	Demographic analysis results available for application in succession planning needs
2. Naval Audit Service to conduct a Department of Navy Safety Program Staffing Study.	Yes ☐ No ☒	Ongoing	Study not conducted. SECNAV staff taken on staffing project and project is ongoing.
m. OSHA Citations			
1. Continue to monitor OSHA citations at Navy activities and post on Naval Safety Center website to encourage all Navy activities to learn from these citations.	Yes ☒ No ☐	Ongoing	57 citations entered for FY 2011 – 6 Willful, 40 Serious, 11 Other Than Serious
n. Training/Education/Awareness/Professional Development			
1. Complete and post ten stories to the Naval Safety Center website demonstrating the Navy's commitment to the safety, health, and quality of life of our Navy personnel.	Yes ☐ No ☒	Ongoing	Posted several new stories but did not reach ten. Efforts continue to capture and publicize best practices and success stories at Naval Safety Center website at http://www.safetycenter.navy.mil/.
2. Complete five Safety and Occupational Health Navy Training System Plan action items assigned during the FY 2010 Working Group meeting for completion by March 2011.	Yes ☒ No ☐	March 2011	Working Group met at FY 2011 PDC and finalized outstanding items.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
3. Develop a four hour seminar of Overview of Non-Ionizing Radiation (radiofrequency radiation) Hazards and Controls for the 2011 Naval Safety Professional Development Conference in March. The training will cover the electromagnetic spectrum; types and sources of non-ionizing radiation; hazards and exposure limits; Navy electromagnetic radiation surveys and control procedures; how to use surveys; and how to investigate a suspected non-ionizing radiation exposure.	Yes ☒ No ☐	March 2011	Complete. Courses in place.
4. Complete Individual Development Plans for each Marine Corps Safety Professional.	Yes ☒ No ☐	FY 2011	Completed Individual Development Plans for each safety professional and ensured command reviewed. Metrics used to collect/track CEU completion.
5. Continue professional development of Marine Corps safety corps.	Yes ☒ No ☐	FY 2011/ Ongoing	Year round centrally funded OSH training through the Naval Safety Center Safety and Env Training Division; Professional Development Conferences, CEU's gained attending offered courses at the National Safety Congress and Expo, etc.
6. Enhance Marine Corps use of electronic and promotional materials	Yes ☒ No ☐	FY 2011/ Ongoing	The Marine Corps media campaign includes the use of permanent road signs, electronic marquees, promotional materials in personnel high volume areas such as the PX, clubs, etc., and on an increasing number of installations a call in hotline allowing 3rd party individuals to call and report unsafe conditions.

Detailed Report

OSH Goals for FY 2011	Did your agency achieve this goal? ('yes' or 'no')	In what timeframe?	How was success measured
o. Traffic Safety			
1.Draft and promulgate Marine Corps policy: MCO 5100.19F, Traffic Safety/Recreational Off Duty Safety (DRIVESAFE) Program	Yes ☒ No ☐	FY2011	Signed into policy by the ACMC, November 2011
2. Develop an implementation plan for the Driver History Profile Program (DHP2).	Yes ☒ No ☐	Near complete	Implementation Plan complete; plan to be briefed at Jan 2010 NESB meeting.

2. Identify your annual OSH goals and significant OSH initiatives planned for FY 2012 and beyond. Please provide the following information.

OSH Goals for FY 2012 & beyond	Strategies for achieving goals	Timeframe for achieving goals	Explanation of how success will be measured
Information Management			
Continue efforts to develop and implement an overarching Department Risk Management Information System (RMIS)	Identify scope of RMIS and resource sponsor, develop phased implementation plan.	FY 2012 onwards	Implementation of RMIS
Leadership and Management			
Issue Secretary of the Navy Safety and Occupational Health Program policy	Develop policy to reflect a more process, data and systems oriented safety program.	FY 2012	Issuance of SECNAVINST 5100.10K, *Department of the Navy Policy for Safety and Occupational Health*
Mandate Department-wide implementation of SMS based on ANSI Z10 *Standard for Safety and Occupational Health Management Systems*	Include in SECNAVINST 5100.10K	FY 2012	Included in SECNAVINST 5100.10K

Detailed Report

OSH Goals for FY 2012 & beyond	Strategies for achieving goals	Timeframe for achieving goals	Explanation of how success will be measured
Continue to shape Navy SOH policy development to ensure Fleet responsibilities are clear, executable, and integrated to enhance mission readiness and support an aggressive mishap prevention program	Conduct thorough and comprehensive review of SOH policies to ensure Fleet responsibilities are clear and executable. Solicit comments from subordinate commands when conducting reviews to determine their policy needs and concerns.	FY 2012 onwards Participate during convening of various working groups throughout course of the year. Task subordinate commands with conducting OSH self assessment by end of calendar year.	Conduct end of year program self assessment to determine effectiveness of overall yearly safety initiatives.
Revitalize Marine Corps Leadership and Mentoring program	EFPB Task with status brief required to 26th EFPB	FY 2012	Marine Corps Inspection Program
Institute Marine Corps Force Preservation Councils	EFPB Implementation Task	FY 2011/ FY 2012 implementation	Special Interest Item, Marine Corps Inspection Program
Mishap Prevention/Hazard Abatement (MPHA)			
Identify potential risks to civilian workforce and implement corrective mitigation initiatives	Analyze Navy-wide mishap data and causal factors and develop and promulgate risk mitigation recommendations. Maintain a database of Class A, B, C mishaps that is used to track, monitor, and trend mishap data. Forward trends to applicable commands for action.	Monitor daily incoming message traffic to identify mishaps; coordinate safety investigations as appropriate. Perform end of year trend analysis and forward trends to subordinate commands NLT mid February.	Conduct end of the year mishap trend analysis of mishap database. Forward trends to applicable subordinate commands for review and comment. Submit findings to NAVSAFECEN for further review and action.

Detailed Report

OSH Goals for FY 2012 & beyond	Strategies for achieving goals	Timeframe for achieving goals	Explanation of how success will be measured
Prioritize and select FY 2012 MPHA Projects.	Finalize award of contract to support MPHA; follow project prioritization process to select or validate projects for FY 2012	FY 2012	Publication of prioritized project list
Develop and implement Marine Corps Lost Work Day Reduction Council	Executive Force Preservation Board (EFPB) Implementation Task Assignment	EFPB status update brief to 26th EFPB	Marine Corps Inspection Program
Personal Protective Equipment			
Continue and expand Navy-wide efforts of the Personal Protective Equipment Acquisition Working Group (PPE WG) to improve the availability of state-of-the-art PPE to U.S. Navy Sailors and civilians.	Use results of field audits/surveys and mishap trend analysis to identify potential risk where use of PPE is appropriate to control exposures, research available PPE, obtain and use PPE	FY 2012 onwards	State-of-the-art PPE available to U.S. Navy Sailors and civilians.
Fall Protection			
Finalize Afloat Fall Protection Chapter and Guide.	Continue work to develop Afloat Fall Protection Chapter and Guide.	FY 2012	Publication of Afloat Fall Protection Chapter and Guide.
Improve existing design criteria documents to integrate FP requirements in the Navy acquisition process.	Continue efforts to identify weaknesses/omissions in design criteria and develop proposals to address deficiencies.	FY 2012	Integrate of FP requirements in the Navy acquisition process on a case basis.
Develop guidance documents and solutions to known fall hazards (e.g., cranes).	Continue to work with Navy Crane Center and users of weight handling equipment (WHE) to identify fall hazards associate with crane operations and develop proposed controls; develop input to Navy Fall Protection Program Guide	FY 2012	Publication of WHE specific language in Fall Protection Program Guide.

Detailed Report

OSH Goals for FY 2012 & beyond	Strategies for achieving goals	Timeframe for achieving goals	Explanation of how success will be measured
Professional Development			
Continuing professional development of the GS-0018 series	Navy and Marine Corps participation in the OPM 0018 series competencies validation working group	FY 2012	OPM publication of final GS-0018 competencies and career map.
Traffic Safety			
Develop an implementation plan for the Driver History Profile Program (DHP2).	Implementation Plan to be briefed at Jan 2010 NESB meeting.	TBD	DHP2 fully implemented.
Noise Control			
Begin to track Navy workplaces that exceed the capability of double hearing protection, with publication of OPNAVINST 5100.23H, incl. Chapter 18, Hearing Conservation, which will require engineering controls or work rotation.	Systematic review and identification of Navy workplaces that exceed the capability of double hearing protection and implement control requirements	FY 2012 until completion	The upper limit for double hearing protection was added to OPNAVINST 5100.23H, incl. Chapter 18, Hearing Conservation

List metrics used by agency for leading indicators	Describe metrics used by agency for leading indicators
Hazard identification and awareness	# hazards identified and reported/deficiency notices issued
Hazard abatement	# hazards abated
Hazard abatement timeliness	Time from hazard identification to abatement
Subordinate command SOH program oversight	#Annual Self-Assessments and SOH Management Evaluations
Warrior Preservation Status Report	% compliance with Marine Corps Safety Program key elements at senior level commands
Adoption of SMS	# activities/installations that adapt SMS
Policy/program updates	# Department of the Navy policy and program updates and new issuances
Safety in acquisition design	# new systems that integrate safety into design
Job Task Analysis	# JSAs performed
Quality of OSH professionals	# CSPs, CIHs, PEs performing OSH functions
OSH facility design review	# facility design reviews completed
Safety culture	# safety culture/perception surveys performed

V. Self-Evaluations

Navy Self Assessment Program – Navy Echelon III commands annually review subordinate submissions and forward their consolidated top five areas of concern, program deficiencies and weaknesses, successes, and roadblocks to successful mishap prevention efforts to their Echelon II (Headquarters) command no later than 1 March of each calendar year. Local level commands formulate improvement plans as part of the self-assessment process and shall take all necessary steps to correct hazards and deficiencies when discovered.

Echelon II commands consolidate information received and forward submissions to the Executive Safety Committee (ESC) no later than 1 May of each year. The ESC evaluates consolidated self-assessment findings and prepares a written report and brief for the next scheduled Navy Executive Safety Board (NESB), focusing on actionable information gained from safety self-assessments findings and recommend policy changes.

Navy FY 2011 annual Self Assessments are in progress; analysis of the FY 2011 Self Assessment done to date reveals deficiencies/concerns in the following areas:

- Acquisition Safety
- Aviation Safety
- Electrical Safety
- Fall Protection
- Identification of High Risk Personnel
- Joint Basing Safety Issues
- Medical Surveillance
- Military and Civilian Injury Reporting
- Operational Risk Management (ORM)
- Private Motor Vehicle (2/4 wheel) Safety
- Recreation and Off-Duty Safety
- Safety Resourcing,
- Safety Officer Manning/Training
- Safety Policy - Contractor Oversight
- Safety Reporting Systems and Safety Information Management Systems (WESS/ESAMS)
- Safety Self Assessments
- Safety Training
- Voluntary Protection Program (VPP).

The effectiveness of the OSH Program Navy-wide is measured by the Naval Inspector General (NAVINSGEN) for shore activities and by the Board of Inspection and Survey for ships and submarines. During FY 2011, the NAVINSGEN conducted five Echelon II command inspections, three geographical area visits, and two health and comfort visits. NAVINSGEN command inspections and area visits included assessments of regions and Echelon II Headquarters OSH program implementation and management. NAVINSGEN also released the Noise-Induced Hearing Loss Special Study in June 2011. The NAVINSGEN "Annual Naval

Detailed Report

Inspector General Safety and Occupational Health (SOH) Oversight Inspection Report for FY 2011" highlights three issues:

- Headquarters Oversight
- Collateral Duty Safety Personnel Ashore
- Motorcycle Safety

Marine Corps Self Assessment Program - Major commands and installation commanders conduct and document an annual Self-Assessment of core safety services to ensure full implementation. These commands and installations must maintain documented self-assessments for three years for review by higher authorities. Major commands then conduct a Command Self Assessment (CSA) of each of their subordinate commands every two years. The Headquarters, Marine Corps Safety Division conducts a CSA of every major installation and command every two to three years.

In FY 2011, the results of CSAs ranged from highly successful, to needing a great deal of work. Most programs needed improvement in only a few areas. A key observation is strong managers with effective leadership skills find ways to overcome obstacles while weaker leaders allow programs to deteriorate.

FY 2011 Marine Corps Self Assessments revealed deficiencies/concerns in the following areas:

- Electrical Safety
- Job Hazard Analysis (JHA)
- Ergonomics Program
- Supervisor training

VI. Questions/Comments

The Department of the Navy does not have any questions or comments at this time.

Appendices

Appendix I—Subagency Contacts

	Name	Official Title	Telephone	E-mail
Agency Name:	Office of the Deputy Assistant of the Secretary of Navy (Safety)			
Department of the Navy OSH Manager:	Leslie Holland	Director, Occupational Safety and Health	(703) 614-5530	leslie.holland@navy.mil

Agency Name:	Naval Safety Center			
Navy OSH Manager:	Jimmy Culpepper	Director, Code 20	(757) 444-3520 x7156	james.v.culpepper@navy.mil
Marine Corps OSH Manager:	Richard Coyle	Deputy Director	(703) 604-4173	richard.coyle@usmc.mil

Subagency Name:	Commander, Navy Installations Command (CNIC)			
OSH Manager:	Hank Spolnicki	Safety Manager	(202) 433-4740	hank.spolnicki@navy.mil

Subagency Name:	Commander, Pacific Fleet (COMPACFLT)			
OSH Manager:	John Yasui	Safety Manager	(808) 471-0758	john.yasui@navy.mil
Other Contact:	Leo Murphy, CDR, USN	Head, SOH Dept	(808) 474-6332	leo.murphy@navy.mil

Subagency Name:	Fleet Cyber Command/Tenth Fleet (FLTCBERCOM)			
OSH Manager:	Paul Leach	OSH Manager	(757) 417-7932 X3	paul.leach@navy.mil
Other Contact:	Alvin Gogue	OSH Manager	(240) 373-3604	alvin.gogue@navy.mil

Subagency Name:	Commander, Naval Forces Europe-Africa/U.S. SIXTH FLEET (COMNAVEUR)			
OSH Manager:	Edward Blakeslee	Safety Officer	(39) 081-568-1837	edward.blakeslee@eu.navy.mil
Other Contact:	James Gose	Asst Safety Officer	(39) 081-568-3022	james.gose@eu.navy.mil

Appendices

	Name	Official Title	Telephone	E-mail
Subagency Name:	Naval Facilities Engineering Command (NAVFAC)			
OSH Manager:	Anthony Militello	Safety Program Manager	(202) 685-9220	anthony.militello@navy.mil
Other Contact:	Shawn Smith	Safety Specialist	(202) 685-9225	shawn.c.smith2@navy.mil

Subagency Name:	Naval Special Warfare Command (NAVSPECWARCOM)			
OSH Manager:	Samuel Callicoat	Force Safety / Explosives Safety Manager	(619) 537-1214	samuel.callicoat@navsoc.socom.mil
Other Contact:	Daniel Conrady	Deputy, Force Safety/Explosives Safety Manager	(619) 537-1215	daniel.conrady@navsoc.socom.mil

Subagency Name:	Space and Warfare Systems Command (SPAWARSYSCOM)			
OSH Manager:	Chuck Ritchie	Safety Specialist	(858) 537-8793	chuck.ritchie@navy.mil
Other Contact:	Bill Griste	Command Operations / Support Program Lead	(858) 537-8913	william.griste@navy.mil

Subagency Name:	U. S. Naval Academy			
OSH Manager:	R. Wayne Grollman	Safety Director	(410) 293-5667	rgrollma@usna.edu

Subagency Name:	Naval Supply Systems Command (NAVSUP)			
OSH Manager:	Mark Porterfield	Enterprise Safety Program Manager	(717) 605-6971	mark.porterfield@navy.mil

Subagency Name:	Naval Air Systems Command (NAVAIR)			
OSH Manager:	Elisabeth Holland	Work Force Safety Manager and Radiation Safety Officer	(301) 757-2133	elisabeth.holland@navy.mil

Appendices

	Name	Official Title	Telephone	E-mail
Subagency Name:	Bureau of Medicine and Surgery (BUMED)			
OSH Manager:	Rufus Godwin	SOH Manager	(202) 762-3492	rufus.Godwin@med.navy.mil
Other Contact:	Jonathan Nelson, CAPT, MSC, USN	Director, SOH	(202) 762-3491	jonathan.Nelson@med.navy.mil

Subagency Name:	Naval Sea Systems Command (NAVSEASYSCOM)			
OSH Manager:	Kim Taylor	Safety Director	(202) 781-4237	david.taylor8@navy.mil
Other Contact:	Brian McCaffrey	Deputy Safety Director	(202) 781-1925	brian.mccaffrey@navy.mil

Subagency Name:	Commander, U.S. Naval Southern Command (COMUSNAVSO/C4F)			
OSH Manager:				
Other Contact:	Jessie Arias	Safety Officer	(904) 270-4551	jessie.arias@navy.mil

Subagency Name:	Naval Education and Training Center (NETC)			
OSH Manager:	Donald Leavens	Special Assistant for Safety	(850) 452-3534	donald.leavens@navy.mil

Subagency Name:	Commander, Navy Reserve Forces (COMNAVRESFOR)			
OSH Manager:	Cecilia Daley	Safety Director	(757) 322-5676	cecilia.daley@navy.mil
Other Contact:	Thaddeus Timberlake	Safety Specialist	(757) 322-5673	thaddeus.timberlake@navy.mil

Subagency Name:	Marine Forces Command (MARFORCOM)			
OSH Manager:	Jason Hunt	Safety Director	(757) 445-2187	jason.hunt@usmc.mil
Other Contact:	Marvin Rahman	Deputy Director	(757) 445-2185	marvin.rahman@usmc.mil

Appendices

	Name	Official Title	Telephone	E-mail
Subagency Name:	Marine Forces Pacific (MARFORPAC)			
OSH Manager:	Curtis Ebitz, LtCol, USMC	AC/S Safety	(808) 447-8564	curtis.ebitz@usmc.mil
Other Contact:	Keith Glavac	Ground safety Manager	(808) 447-8919	keith.glavac@usmc.mil

Subagency Name:	Marine Corps Combat Development Command (MCCDC)			
OSH Manager:	Constance Nance	Safety Director	(703) 784-6252	constance.nance@usmc.mil
Other Contact:	Vacant	Deputy Director	(703) 784-6084	

Subagency Name:	Marine Corps Systems Command (MCSC)			
OSH Manager:	Sandra Fenwick	Safety Director	(703) 432-4978	sandra.fenwick@usmc.mil
Other Contact:	Kip Johnson	Deputy Director	(703) 432-4931	kip.johnson@usmc.mil

Subagency Name:	Marine Forces Reserve (MARFORRES)			
OSH Manager:	Jeff Peters	Safety Director	(504) 678-0686	jeffery.peters@usmc.mil
Other Contact:	Larry Boyd	Deputy Director	(504) 678-4325	larry.boyd@usmc.mil

Subagency Name:	Marine Corps Logistics Command (MARCORLOGCOM)			
OSH Manager:	Michael Basnight	Safety Director	(229) 639-6615	michael.basnight@usmc.mil
Other Contact:	Ken Sator	Deputy Director	(229) 639-8081	ken.sator@usmc.mil

Subagency Name:	Marine Corps Recruiting Command (MCRC)			
OSH Manager:	Ella Wilson-Fahie	Safety Manager	(703) 784-6494	ella.wilsonfahie@marines.com

Subagency Name:	Marine Corps Special Operations Command (MARSOC)			
OSH Manager:	Carol Bayne	Safety Director	(910) 447-0747	carol.bayne@usmc.mil

Appendices

Appendix II—Fatality Chart, continued

All fatalities and catastrophic events are reported in Section I.B. of this report.

Appendix III – Certified Safety and Health Committees

The Department of the Navy does not have a Certified Safety and Health Committee per 29 CFR Part 1960, Subpart F.

Appendix IV – Navy Knowledge Online and ESAMS Training Modules

e-Learning Courses	Course ID	Personnel Completed Training FY 2011
Bird Aircraft Strike Hazard	A-4A-0028-1.0	243
Hazardous Material/Explosives Driver	CNATT-HMED-010	603
Laser Safety Fundamentals	CNATT-LSF-010	953
How To Perform Danger Tag-Out Procedures	CNET11442	1491
EPA Refrigerant Technician Course	CNET11913	305
ORM All Navy Essentials For Leaders Course	CNET11969	2701
ORM All Navy Executive Overview Course	CNET11973	270
ORM All Navy Fundamentals	CNET11977	6389
ORM Aviation Fundamentals Course	CNET1198	2861
ORM Aviation Executive Overview Course	CNET11985	136
ORM Aviation Essentials For Leaders Course	CNET11989	1957
ORM Aviation Applications And Integration Course	CNET11993	489
ORM All Navy Application And Integration Course	CNET11997	776
Submarine Hazardous Material Inventory And Management System (SHIMS)	CNET12723	69
Firefighter Injury Prevention	CNIC-FSIPP-003	788
Driving For Life	CPD-DFL-01	56428
Handling And Disposition Of Batteries	CSFE-HDB-1	185
Overview Of Lead-Based Products	CSFE-OLBP-001	98
CULTERAL RESOURCES TRAINING FOR PWOs & ROICCs	CSFE-CRTPR-1	140
PCB Management	CSFE-0CBM-001	68
Overview Of Asbestos Management	ES-OAM-001	1269
Overview Of Radon	ES-OR-001	2559
Hazmat Awareness	HMA-NAVAIR-1.01	6571
Marine Species Awareness Training	MSAT-2.0	421
General Ergonomics Awareness	NFEC-A-M1-GEA-1.0	882
Health Aspects Of Marine Sanitation Devices	NMETC-HAMSD-1.0	1167
VPP - DOD Safety And Occupational Health Program	NSC-SAF-0010-V1	993
VPP - Overview Of The Voluntary Protection Programs	NSC-SAF-0020-V1	430
VPP - The Voluntary Protection Programs 101	NSC-SAF-0030-V1	296
VPP - Contractor Safety	NSC-SAF-0040-V1	214
VPP - Safety And Health Program Evaluation	NSC-SAF-0050-V1	227

Appendices

e-Learning Courses (cont'd)	Course ID	Personnel Completed Training FY 2011
VPP - The Voluntary Protection Programs For Industrial Hygiene/Bioenvironmental And Occupational Health	NSC-SAF-0060-V1	1932
VPP - The Occupational Safety And Health Administration (OSHA) Recordkeeping And North America	NSC-SAF-0070-V1	633
VPP - Workplace Safety	NSC-SAF-0080-V1	571
VPP - Mishap Investigations	NSC-SAF-0090-V1	197
VPP - Job Safety Analysis (JSA)	NSC-SAF-0100-V1	720
VPP - History And Trend Analysis	NSC-SAF-0110-V1	1150
VPP - Safety And Health Training	NSC-SAF-0120-V1	214
VPP - Sports Safety	NSC-SAF-0130-V1	98

Traffic Safety Courses	Course ID	Pass	Total Man Hrs
AAA Bus Driver Safety Training (30 + passengers)	1247	1	8
AAA 15-Passenger Van Safety Training	251	65	260
AAA Driving Improvement Program (DIP)	209	6119	48952
AAA Driving Improvement Program (DIP) for Instructors	312	47	1880
AAA Driving Improvement Program (DIP) Instructor Trainer (MASTER)	2299	60	2400
Advance Motorcycle Rider Track Day	3255	166	0
Attitudinal Dynamics of Driving	3619	18	144
ATV (All Terrain Vehicle Safety Training)	1092	178	712
ATV Safety Institute (ATV) Training (For Instructors)	1376	3	120
AVOC Airfield Vehicle Operator Init/Recert	1164	629	2516
Driver Awareness Safety Training (DAST)	2037	1462	5848
Driving for Life	1154	27901	139505
Emergency Vehicle Instructor (EVOC) (Initial and Recert)	178	256	10240
Emergency Vehicle Master Instructor (EVOC) (Initial and Recert)	2300	23	0
Emergency Vehicle Operators Course (EVOC) Basic Initial/Refresher	113	3864	154560
ESAMS Training - Motorcycle Coordinators	3179	1862	5586
Honda Smart Trainer Basic	2987	106	212
Low Speed Vehicle Training	2302	1487	1487
Motorcycle Safety Foundation (MSF) Basic Rider Course (BRC)	244	8669	138704
Motorcycle Safety Foundation (MSF) Basic Rider Course Rider Coach Trainer Prep	1112	33	0
Motorcycle Safety Foundation (MSF) Dirt Bike School (DBS)	1255	134	2144
Motorcycle Safety Foundation (MSF) Experienced Rider Courses (ERC)	1254	4566	36528
Motorcycle Safety Foundation (MSF) Extended BRC/Formal Remedial Training	3232	42	168
Motorcycle Safety Foundation (MSF) Instructor Trainer (Master)	2298	5	0
Motorcycle Safety Foundation (MSF) Military Sportbike Rider Coach Trainer	2382	5	120
Motorcycle Safety Foundation (MSF) Military Sportbike Rider Course (MSRC)	2359	3264	26112
Motorcycle Safety Stand Down	2290	89	178
Motorcycle Simulator Training (Honda Smart Trainer)	2791	259	518
National Safety Council Defensive Driving Course	2827	34	272

Appendices

Traffic Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
NSA South Potomac Annual Refresher Traffic Safety Training	3436	17	17
NSWC Commercial Vehicle Training and License	4126	50	400
Pre-Trip Safety Checklist (OJT by Supervisor)	1162	1353	676.5
Save a Life Tour	2355	128	512
Traffic Safety (OJT By Supervisor)	1739	12510	0
Traffic Safety Briefs Prior to Holidays, Liberty, or Extended Weekends	1176	36672	220032
Traffic Safety Committee	2150	187	374
Traffic Safety Entry Point Training (Military under 26 years of age)	216	393	1572
Traffic Safety Training Indoc	1742	2442	2442
Traffic Safety, Train the Trainer (OJT By Supervisor)	1163	142	142
WRAIR Local Hazards (Army) Training	2925	11	11
WRAIR Local Hazards (Navy) Training	2926	6	6

Emergency Management (EM) Courses	Course ID	Pass	Total Man Hrs
CBR Incident Management System (IMS) Training (OJT by Supervisor)	3638	179	0
CBRNE - Chemical Biological Radiological Nuclear and Explosive Awareness	1761	0	0
CJIS TRAINING	2614	3	24
Computer Aided Dispatch (CAD) Training (OJT by Supervisor)	3637	57	0
Emergency Medical Dispatch (EMD) (APCO)	2930	1	32
Emergency Personnel Alert System	2615	19	152
Emergency Preparedness (Operation Prepare)	2591	5	5
ESAMS Training - for EM Personnel	2945	5	40
HAZMAT Awareness Certification	3631	24	216
ICS 200 Incident Command System 200	1716	1	8
ICS 300 Incident Command System 300	1717	68	544
ICS 300 Incident Command System 300 Refresher	2947	9	0
ICS Basic (IS-195)	1196	208	1664
ICS-200 (NFA Q463) Basic NIMS ICS for Operational First Responders	1198	191	1528
ICS-300 (NFA H465) Intermediate All-Hazard NIMS ICS Review for Expanding Incidents	2031	280	0
ICS-400 (NFPA H467) Advanced ICS for Command and General Staff	2075	83	1162
ICS-800 National Response Plan (NRP), an Introduction	1830	135	1080
IS-00200 Incident Command System, Basic I-200 for Federal Disaster Workers	2391	49	147
IS-00806 Emergency Support Function (ESF) #6 Mass Care, Emerg. Assistance, Housing, Human Service	4129	1	1
IS-1 Emergency Manager: An Orientation to the Position	2390	4	40
IS-100 Introduction to Incident Command System	1197	439	439
IS-100.a Introduction to Incident Command System	2542	198	198
IS-100.b Introduction to Incident Command System	3597	156	156
IS-100.FWa Introduction to Incident Command System for Federal Workers	2388	156	156
IS-100.HC Introduction to Incident Command System for Healthcare/Hospitals	2042	199	199

Appendices

EM Courses (cont'd)	Course ID	Pass	Total Man Hrs
IS-100.LEa Introduction to Incident Command System for Law Enforcement	2043	137	137
IS-100.PWa Introduction to Incident Command System for Public Works	2044	10	10
IS-100.SCa Introduction to Incident Command System for Schools	2373	57	57
IS-120.a An Introduction to Exercises	2948	5	25
IS-139 Exercise Design	2375	3	3
IS-15A Special Events Contingency Planning for Public Safety Agencies	2123	2	10
IS-1900 NDMS Federal Coordinating Center Operations Course	2769	3	10.5
IS-200 ICS for Single Resources and Initial Action Incidents	2371	295	885
IS-200.a ICS for Single Resources and Initial Action Incidents	2543	260	780
IS-200.b ICS for Single Resources and Initial Action Incidents	3598	344	1032
IS-22 Are You Ready? An In-depth Guide to Citizen Preparedness	2950	1	4
IS-230 Principles of Emergency Management	2389	6	18
IS-235 Emergency Planning	2376	9	9
IS-240 Leadership & Influence	2385	3	3
IS-241 Decision Making and Problem Solving	2377	9	9
IS-242 Effective Communication	2125	6	48
IS-244 Developing and Managing Volunteers	2378	1	1
IS-271 Anticipating Hazardous Weather and Community Risk	2953	23	92
IS-292 Disaster Basics	2951	9	0
IS-393.a Introduction to Hazard Mitigation	2952	1	4
IS-5.a An Introduction to Hazardous Materials	3360	2	2
IS-546 Continuity of Operations (Awareness)	2026	14	14
IS-547 Introduction to Continuity of Operations (COOP)	2029	13	0
IS-700 National Incident Management System (NIMS): An Introduction	1804	251	2008
IS-700.a National Incident Management System (NIMS): An Introduction	2648	655	5240
IS-701 NIMS Multiagency Coordination Systems	2767	14	70
IS-702 National Incident Management System (NIMS) Public Information Systems	2954	6	18
IS-703 NIMS Resource Management	2955	6	18
IS-704 NIMS Communications and Information Management	3699	2	4
IS-775 EOC Management and Operations	2606	69	276
IS-800.A National Response Plan (NRP): An Introduction	1805	420	3360
IS-800.B National Response Framework (NRF), An Introduction	2350	708	2124
IS-805 Emergency Support Function (ESF) #5 Emergency Management	3362	1	1
IS-907 - Active Shooter: What You Can Do	3853	10	10
Oil Hazardous Substance Spill Response Tabletop Exercise (OHS TTX)	2946	6	48
SFTC - Emergency Operations Center Incident Management Team (EOC-IMT)	2752	12	384
Telecommunicator I	2126	7	112
Telecommunicator II	2020	6	240

Appendices

Safety Courses	Course ID	Pass	Total Man Hrs
2010 Holiday Safety Stand-down	3438	72	72
40 Hour Contractor Safety/Hazard Identification	74	24	960
Administrative Laser Safety Officer (ALSO)	1053	1	16
Aerial Lift/Powered Work Platform Operational Certification	1290	266	133
Aerial Lift/Powered Work Platform Operational Classroom Training	1288	37	74
Aerial Lift/Powered Work Platform Operational Safety Practical	1289	32	32
Affected Employee Lockout/Tagout Training	3459	40	40
All Hands Annual Safety Training	1393	1028	4112
Aloft Procedures at NAS JRB Ft. Worth	2745	1	1
American EHS Health and Safety (CPR Instructor)	2198	10	0
American Red Cross CPR- Adult, Child and Infant	3028	880	4400
American Red Cross CPR/AED for Lifeguards	2792	99	792
American Red Cross CPR-Adult (2 Years)	3559	188	752
Annual Radiation Safety Training	3359	423	423
Annual Safety Training (for Industrial Personnel)	206	48	192
Annual Sight Conservation Training for COMNAVAIRFORINST 4790.2A	1200	1704	1704
Anthrax Exposure and Awareness	1071	1513	1513
Asbestos and Man-made Vitreous Fibers (MMVF) Hazard Awareness (CNRSW)	1238	443	443
Asbestos Awareness	1725	1614	0
Asbestos Awareness - OSHA Class IV Asbestos Training	14	14857	29714
Asbestos Awareness Required Reading (Specific to WPNSTACHAS)	2148	110	110
Asbestos Inspector	33	5	120
Asbestos Inspector Refresher	242	59	236
Asbestos Maintenance-Construction - OSHA Class lll Workers	1639	28	448
Asbestos Management Planner [302]	34	1	16
Asbestos Management Planner Refresher	1000	6	24
Asbestos Project Designer Refresher	229	44	352
Asbestos Project Monitor Initial	308	4	64
Asbestos Project Monitor Refresher	309	4	32
Asbestos Supervisor Initial (formerly Asb Sup/Worker)[303]	32	4	160
Asbestos Supervisor Refresher	212	142	1136
Asbestos Worker Initial	2082	1	32
Asbestos Worker Refresher	2083	37	296
Assistant-Leading Risk Management Integration	3456	4984	4984
Authorized Employee Lockout/Tagout Training	3458	159	159
Aviation Confined Space Awareness	2191	165	247.5
Aviation Gas Free Engineering	1003	1	24
Aviation Safety Specialist	1004	16	0
Awareness Training for Architects/Engineers and other Inspectors involved in conducting Inspection, Investigation and Assessment Work on Roofs	3639	81	81
Back Injury Prevention Training (OJT by Supervisor)(Annual)	2486	9985	9985
Back Injury Prevention Training (One-Time Only)	40	22837	22837
Base Indoctrination for Safety	2544	194	388
Basic HAZCOM Training (One Time Only)	1169	19291	57873
Basic Life Support (BLS)	1386	25	200

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
Battery Safety for COMNAVAIRFOR 4790.2 (Quarterly) (OJT by the Supervisor)	1103	11255	5627.5
Battery Servicing	1136	60	60
Beryllium Awareness Training (OJT by supervisor)	384	688	688
Big Ez Recreation Center Food/Bar Operations	2799	5	5
Bloodborne Pathogen Instructor Training	400	7	3.5
Bloodborne Pathogen Training	98	25146	25146
Bloodborne Pathogens Exposure Control Plan (Site Explanation)	2395	8978	8978
BLS for Healthcare Providers (CPR American Heart Association)	2059	1403	11224
Bowling Center Operations	2890	7	7
C-9B Pilot Electrical System Safety Training	1100	10	0
Cadmium Awareness Training (OJT by Supervisor)	385	452	452
Carbon Monoxide Awareness Training (OJT by the Supervisor)	405	12220	0
CATEGORY 2 CRANE SAFETY REFRESHER	1306	32	128
CBRNE Respirator User Training	1243	7043	7043
CBRNE RPPM Training	1702	82	328
CHRIMP/HICS Technician	311	7	0
Chromate Awareness Training (OJT by Supervisor)	397	2328	2328
cleaning body fluids	2633	6	6
COLD WEATHER INJURIES	2156	645	0
Collateral Duty Safety Officer (16 Hours) Training	1101	45	720
Collateral Duty Safety Officer Meetings	2069	432	432
Command Safety Introduction for New Check-ins	2620	106	106
Competent Person/Scaffold Builder/Scaffold Inspector	1828	15	120
Compressed Gas Cylinders (May receive instruction from Supervisor)	92	4873	0
Computer Workstation	2467	6	6
Confined Space Shipyard, Competent Person and Industrial	2010	5	0
Confined Space / Entry Supervisor, Attendant, and Entrant (Annual)	11	727	727
Confined Space Awareness Training	2570	145	145
Confined Space Awareness Training (OJT by Supervisor)	1273	3717	3717
Confined Space Entry/Emergency and Rescue	114	93	744
Confined Space Rescue and Emergency Training	59	4035	16140
Confined Space Rescue Drill Practical Exercise	1205	3601	7202
Confined Space Safety	66	325	3250
Confined Space Training for Qualified Person Initial and Annual Refresher	57	439	3512
Confined Space Worker Training (Entrant, Attendant, Supervisor)(OJT by Supervisor)	404	7416	7416
Construction Quality Management - QA	375	4	32
Construction Safety QA/Construction Safety - There is No Substitute	1297	362	1448
Construction Safety Standards	230	17	1360
Contract Safety Training (EM 385-1-1 On-line Course)	2305	6	0
Contractor Safety/ U.S. Army COE/EM-385-1-1 [345]	76	364	0
Contractor Site Safety Orientation	1027	26	26
CPR - Automated External Defibrillator (AED)	1236	520	4160
CPR American Heart Association (Child and Infant)	1059	147	588
CPR American Heart Association (Heart Saver- 2 Yr Requal)	227	3606	14424
CPR American Red Cross (Adult)	103	1697	6788

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
CPR American Red Cross (Child and Infant)	210	1271	5084
CPR and First Aid for Security Personnel (Initial and Refresher)	1788	1207	19312
CPR For the Professional Rescuer (American Red Cross)	1762	260	2080
CPR Instructor Training (American Heart Association)	1098	221	884
CPR Instructor Training (American Red Cross)	226	58	0
CPR MTN Resuscitative Program Adult Child and Infant with AED	1175	464	1856
CPR National Safety Council	2016	177	708
CRANE ELECTRICIAN	1300	12	384
CRANE MECHANIC	1301	9	252
Crane Safety	93	30	960
Departmental Training	3346	1024	1024
DOD Pesticide Applicator Certification and Training	1261	3	240
DOD VPP CX - Hazard Analysis of Routine Activities	2357	1092	1092
DOD VPP CX - Voluntary Protection Program Introduction	2281	3292	3292
Drug Free Workplace Training for Supervisors at HGW	3906	1	1
Electrical - High Voltage	13	20	160
ELECTRICAL CRANE INSPECTOR	1308	9	72
Electrical Safety - Low Voltage	1766	91	0
Electrical Safety Work Practices for Workers (OJT by Supervisor)	67	4494	4494
Electrical Standards	297	111	3552
Electrostatic Discharge (ESD) Safety Training	1030	3575	0
Emergency Action Plan (EAP) Walk Through	2172	1520	1520
Emergency Operations Center Incident Management Team	3474	1	28
Employee Reports of Unsafe/Unhealthful Working Conditions (OJT By Supervisor)	1726	2299	0
EOC Training	3347	1	1
Equipment Specialist (Missiles)	2875	6	6
Equipment Specific Operator Training	2589	15	15
Ergonomic Awareness (OJT By Supervisor)	1727	4	0
Ergonomic Awareness Training	371	45320	45320
Ergonomic Awareness Training	1938	2	2
Ergonomic Baseline (conducted by the Supervisor)	373	16988	16988
Ergonomics Awareness Training for Supervisors	372	11751	11751
Excavation and Trenching Basics	235	1929	1929
Excavation, Trenching and Soil Mechanics	250	18	576
Facility Response Team [FRT] Five Day	1375	31	1240
Facility Response Team FRT Three Day	1374	9	216
Fall Protection	222	514	16448
Fall Protection - Annual (OJT by Supervisor)	1073	4354	4354
Fall Protection (Classroom)(SWRMC)	2763	24	48
Fall Protection and Prevention Safety Awareness Training for Architects and Engineers	1900	228	912
Fall Protection Equipment Inspector	401	5	40
Fall Protection for Workers (Authorized User)	1257	53	212
Fall Protection for Workers (Authorized User)	3029	1	8
Fall Protection Hands-On and Practical Demonstrations Training Requirements for End Users Conducted by Competent Person	3024	5411	21644

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
Federal Fire Operation of Power Saws	3327	15	15
Federal Fire Operation of Power Saws	3328	11	11
Federal Fire Self Contained Breathing Apparatus	3325	11	11
Federal Fire Self Contained Breathing Apparatus	3324	15	15
Federal Fire Use of Seat Belts	3330	15	15
Fire Emergency Evacuation Training	1126	15	15
Fire Evacuation Drill Participation	1186	239	239
Fire exhaust fan	3453	11	11
Fire Extinguisher - Live Training	1067	443	0
Fire Extinguisher Training - Flight Line	1064	19	19
Fire Prevention and Portable Fire Extinguisher Training and Education	1024	38804	19402
Fire Prevention, Protection, Emergency Evacuation and Safety Procedures	1281	199	199
Fire Protection and Life Safety	1065	316	10112
Fire Safety In The Workplace	1063	66	66
First Aid and Survival Training	1107	587	293.5
First Aid Training (1 Year Retrain)	2364	629	15096
First Aid Training (3 Year Retrain)	240	1474	5896
First Aid/CPR/AED Red Cross Instructor Training	390	71	1136
Fitness Center Customer Service Counter	3289	7	7
Fitness Complex Admin	3288	10	10
Food Handler Training	1022	2329	4658
Forklift Driving Procedures	2569	17	17
Forklift Training (OSHA Operators Safety Training Program)	247	17	0
GENERAL CRANE SAFETY	1302	65	2600
GENERAL CRANE SAFETY REFRESHER	1305	92	736
General Industry Safety Standards [511]	68	69	2760
GENERAL MAINTENANCE	2802	5	5
General Office Administration Safety	2460	6	6
General Safety Meetings	3473	65	65
General Safety Training for COMNAVAIRFOR 4790.2	1178	4115	16460
Grinding Wheel Inspection and Maintenance Training	1287	526	526
Hand and Power Tool Safety	3895	57	57
Hand Safety (OJT by Supervisor)	2014	320	320
Hazard Recognition and Risk Analysis for Supervisors	2906	48	192
Hazard Recognition Training	2650	175	87.5
Hazardous Material Overview (OJT by Supervisor)	2331	45	45
Hazardous Materials	2358	634	20288
Hazardous Materials Control and Management (HMC&M) Technician	315	151	6040
Hazardous Materials Handling Cert. for DOT 49 CFR Trans. Reg.	195	29	0
HAZCOM Annual Refresher	1387	282	141
HAZCOM Training for Supervisors (Initial and Annual Refresher)	1058	6933	6933
HAZCOM Training Job/Chemical Specific (OJT by Supervisor)	100	62009	62009
HAZWOPER for Uncontrolled Hazardous Waste Site Workers	1253	44	1760
Hearing Conservation	110	54926	54926
Heartsaver AED (CPR)/(Am. Heart Assoc. Heart Saver- 2Yr)	1011	2642	7926
Heartsaver First Aid (American Heart Association - 2 year)	2409	312	1092

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
Heat Stress - Heat Illness (OJT by Supervisor)	58	10699	10699
Hot Weather Injuries	2157	138	0
Housekeeping (OJT By Supervisor)	1729	697	0
Housekeeper	2803	14	14
Human Factors Analysis and Classification System (HFACS) 2 Day Basic HFACS/HFIX Course	4072	1	16
Hurricane Awareness	2102	13	52
Hurricane Response Pre-Deployment Safety Briefing	1794	276	276
Individual-Managing Your Risk (ORM)	3454	51298	51298
Indoor Air Quality Awareness	1072	5	5
Industrial Noise	1056	37	0
Installation Training Team	3348	18	18
Intro to Industrial Hygiene for Safety Professionals	1054	46	1472
Introduction to Hazardous Materials Ashore	1055	199	7960
Introduction to Navy Occupational Safety and Health (ASHORE)	70	343	13720
Investigating and Assessing Biological and Microbial Contamination in the	1026	5	120
Ionizing Radiation Program (Refresher Training)	2179	11	44
Isocyanate Training (OJT by Supervisor)	1106	1260	630
ITT Exercise Participation	3625	16	128
ITT Exercise Review/ORM	3624	9	72
ITT Participation in Planning Board for Training	3620	38	304
Job Hazard Analysis Training	326	1644	822
Joint Service Mask Leakage Tester (JSMLT)	2246	8	0
Kings Bay BC Custodian	2888	1	1
Kings Bay Facilities Maintenance Branch	3007	11	11
Kings Bay Facilities Maintenance Branch Ladders	3008	7	7
Kitchen Operations & Food Preparation	2781	1	1
Ladder Safety	3882	1	1
Ladder Safety (OJT By Supervisor)	1730	3793	0
Land Mobile Communications And Repair	2992	10	10
Laser Safety Awareness (OJT by Supervisor)	1074	5410	0
Laser Safety Refresher Training	2293	63	63
Laws and Regulations	2453	194	776
Lead Awareness - Basic	1260	812	406
Lead Awareness - Non-Lead Workers (Possible Contact)	322	16564	16564
Lead Awareness (OJT By Supervisor)	1731	996	0
Lead Inspector/Risk Assessor Training	183	2	80
Lead Supervisor	85	74	2368
Lead Worker	84	76	1824
Lifeguard Training and First Aid	1193	114	456
Lockout/Tagout Awareness	1213	876	876
Lockout/Tagout for Affected Employees (OJT by Supervisor)	22	10391	10391
Lockout/Tagout For Authorized Employees - Annually	1097	863	6904
Lockout/Tagout For Authorized Employees (3 YR) CNRH	1832	7	7
Lockout/Tagout For Authorized Employees (Annual)	3033	108	108
Lockout/Tagout For Authorized Employees (CNRSW)	1603	222	222

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
Lockout/Tagout For Authorized Employees (OJT by Supervisor) (CNRF)	62	1273	10184
Lockout/Tagout For Authorized Employees (One Time Only)	1240	529	529
Lymes Disease Prevention	1284	7	7
Machine Guarding Safety and Operation	1286	102	102
Machinery and Machine Guarding Standards	1041	56	1792
mail handing and distribution	2632	6	6
Mako Compressor Training	2116	24	0
Management Principles for Safety Professionals	302	9	360
Management Safety Training	1368	177	265.5
Manager / Supervisor Safety Training	2270	120	0
Manager-Directing Your Commands Risk Management	3457	2897	2897
Man-Made Vitreous Fibers (MMVF)	1043	8	128
Man-Made Vitreous Fibers (OJT by Supervisor)	398	3931	3931
MECHANICAL CRANE INSPECTOR	1312	7	112
Mercury Awareness Training (OJT by Supervisor)	383	66	33
Methylene Chloride Awareness Training (OJT by Supervisor)	399	2462	1231
Military Safety Indoc	1201	1090	1090
Mishap Investigation (Ashore)	1047	197	6304
Mishap Reduction Required Reading (One-time Only)	1146	2537	2537
Mishap Reporting (NMSC)	2970	9	4.5
MOBILE CRANE MECHANIC	1311	7	84
Monthly Safety Talks - Given	291	123004	123004
Monthly Safety Talks - Received	292	710198	0
Monthly Self-Safety Inspection by Supervisors	2285	2115	2115
Motor Vehicle Operator Driving Initial (706)	3291	1	1
Motor Vehicle Operator Driving Initial and Refresher (5 Yr)	243	396	396
Motorcycle Meeting	3350	109	109
MSA MMR C.A.R.E. Technician	2113	3	0
NAMRU/SA Safety Orientation	3285	12	12
NAMRU/SA SUPERVISOR SAFETY TRAINING	3286	6	6
Naval Aircraft NonDestructive Inspection Technician Class C1	1051	2	1180
Naval Aviation Maintenance Program (NAMP) Indoc	2592	533	1599
Naval Aviation Maintenance Program (NAMP) Semi Annual Follow-On	2747	626	0
Naval Aviation Maintenance Program (NAMP) Yearly Follow-On Training	2746	402	0
Naval Occupational Safety and Health Assessment Tools and Strategies (ATS)	321	51	1632
NAVFAC Bloodborne Pathogens (OJT By Supervisor)	2097	986	49.3
NAVFAC Contract Hazard Awareness Training Course (5 days)	329	324	12960
NAVFAC Contract Safety and Health Correspondence Course Part 2	1299	292	1168
NAVFAC Fire Safety (OJT By Supervisor)	2099	1121	56.05
NAVFAC Mishap Investigation and Reporting (OJT By Supervisor)	2101	976	488
NAVFAC Operational Risk Management (ORM) Training	1718	5080	5080
NAVFAC SAFETY ORIENTATION FOR TOP MANAGERS	1822	77	77
NAVFAC Safety Orientation Training for Employees (Administrative/Professional)	1293	1855	1855
NAVFAC Safety Orientation Training for Employees (Industrial)	1237	1683	3366
NAVFAC Safety Orientation Training for Supervisors (Administrative/Professional)	1294	437	437

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
NAVFAC Safety Orientation Training for Supervisors (Industrial)	1295	390	780
NAVFAC Scaffold Safety (OJT By Supervisor)	2100	1104	552
NAVO SHIPRIDER SAFETY	3026	323	323
NAVOSH for Safety Advisors	2011	272	2176
NAVOSH for New Employees	1202	329	329
NAVOSH Management Training	3884	2	2
NAVOSH Orientation	1356	5118	0
Navy Ergonomics Program Course	248	118	4720
Navy Fall Protection (Slips, Trips and Falls) Awareness (One Time Only)	1259	7649	7649
Navy Fall Protection Awareness Training for End Users Working at Heights and Supervisors of End Users	2018	8599	8599
Navy Operational/Off-Duty Risk Management Application and Integration Course #00097	4024	18	288
NCC CAT 3 CRANE SAFETY	1314	29	1160
NCC CATEGORY 2 and CAB OPERATED CAT 3 CRANE SAFETY	1304	208	3328
NCC CATEGORY 3 NON CAB OPERATED CRANE SAFETY	1012	2743	32916
NCC CATEGORY 4 CRANE SAFETY	1303	97	776
NCC Contractor Crane Awareness	3594	2	16
NCC CRANE RIGGER	3025	184	4416
NDSTC Diving Equipment Maintenance	3878	7	7
NDSTC Ultrasonic cleaner	3873	7	7
New Employee Indoctrination Safety Training CNRMA	1370	179	179
New Employee NAVOSH Orientation	1933	22	44
New Employee Safety Indoctrination Training CNRSE	1377	530	795
New Employee Safety Orientation Training for Region Hawaii	1341	2057	4114
New Employee Safety Training	3340	14	28
NFPA 70E and Arc Flash Training	2304	2	0
NMCCWD General Office Admin	2545	7	7
NSA South Potomac Oil Handlers Training	3926	6	6
NSWC Indian Head CAT 3 Crane Operator	4087	14	336
NSWC Indian Head Construction Equipment Operator	4086	1	4
NSWC Indian Head Forklift Operator Training (New)	4082	29	1160
NWSSB BQ HOUSEKEEPING	2863	6	6
NWSSB MWR GENERAL OFFICE	2457	21	21
NWSSB N42W3 Forklift Operations	2984	2	2
NWSSB N42W3 General Office Admin	3027	2	2
NWSSB/N42W3 VLS Canister I-Level Maintenance	2985	5	5
Occupational Reproductive Hazard Awareness	1242	3162	3162
OFFICE AREA	2459	6	6
Office Area Generic JHA	2485	6	6
Office Ergonomics	3030	568	568
Office Safety (OJT By Supervisor)	1732	1008	0
Office safety: Receiving and Storing Materials	2400	1	1
Office/Supply	1129	3	3
Operational Risk Management ORM (OJT By Supervisor)	1733	823	823
Orientation For Safety Coordinators (Classroom by Safety Office)	2022	45	360
ORM ALL NAVY APPLICATION AND INTEGRATION	2215	462	0

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
ORM All Navy Essentials for Leaders Course	2093	1652	0
ORM All Navy Essentials for Leaders Course (Annual)	2193	1	1
ORM All Navy Executive Overview Course	2094	184	184
ORM ALL NAVY FUNDAMENTALS	228	7882	7882
ORM Aviation Applications and Integration Course	3311	293	0
ORM Aviation Essentials for Leaders Course	3312	1104	0
ORM Aviation Executive Overview Course	2981	77	616
ORM Aviation Fundamentals Course	2980	1442	11536
OSH Policy Council Meeting	1274	166	166
OSHA 10 Hour General Industry Course	3032	116	1160
OSHA 10 Hour Maritime Outreach Course for Shipyard Employment	3342	166	1660
OSHA 2225 - Respiratory Protection	2289	3	78
OSHA 30 Hour Maritime Outreach Course for Shipyard Employment	3343	11	330
OSHA Compliance and Workplace Safety	2609	61	366
OSHA Course 5450: Special Government Employee Training Course	3902	3	72
OSHA VPP Challenge	1384	415	415
Pandemic Influenza Awareness Training	2964	25	0
Pediatric CPR and First Aid for Children, Infants, and Adults Version (Medic First- 2 yr requalification)	2398	269	1614
Pediatric CPR and First Aid Instructor - NSC	2034	8	64
Permit Required Confined Space Entry	2760	6	6
Plans Review	3345	19	19
plasma cutter	3852	4	4
Polychlorinated Biphenyls (PCBs) (OJT By Supervisor)	1734	12	0
Portable Hand Tool Safety (OJT by Supervisor)	82	5847	5847
Portable Power Tool Safety (OJT by Supervisor)	83	3468	3468
Powder Actuated Tools [331]	38	107	107
Powered Industrial Lift Trucks (332)	271	17	0
Powered Industrial Trucks (Forklift) Class Room Training	2015	31	248
Powered Industrial Trucks (Forklift) Familiarization	1110	613	2452
Powered Industrial Trucks (Forklift) Familiarization (For Explosive Handlers)	1131	104	0
Powered Industrial Trucks (Forklift) Formal Instruction - 29 CFR 1910 178(l)(2)(ii)	1109	1719	3438
Powered Industrial Trucks (Forklift) Formal Instruction (For Explosive Handlers)	1130	107	428
Powered Industrial Trucks (Forklift) Practical Working Exam	1111	888	3552
Powered Industrial Trucks (Forklift) Practical Working Exam (For Explosive Handlers)	1132	98	0
PPE Job Specific Usage - Conducted by your supervisor (OJT by Supervisor)	239	53589	53589
PPE Training (General - One Time Only)	1398	9260	9260
Preventing Slips, Trips and Falls	81	150	0
Principles of Scaffolding	1017	93	2976
Process Review and Measurement System (PRMS)	1397	668	668
Professional Development Conference (PDC)	2403	1	40
QAE Pesticide Applicator Recertification Training	1262	10	400
Quarterly First aid training (4790.2J)	2354	1383	691.5
Quarterly Mail Safety, Security and Emergency Plan Brief (OJT by Supervisor)	2074	418	209

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
Quarterly Self-Safety Inspection by Supervisors	1706	2307	0
Quarterly Verification of Personnel Training and Medical Surv Requirements	392	4	0
Radiation Safety Conference	2404	4	96
Radiation Safety for Emergency Response Personnel	1033	4115	2057.5
Radiation Safety Health Training	1036	183	0
Radiation Safety Officer Course	402	2	160
Radiation Safety Training for Baggage Inspectors	1038	69	103.5
Radiation Safety Training for Limited Radiation Workers	1039	89	89
Radiation Safety Training for Organizational Personnel	1034	220	220
Radiation Safety Training for X-Ray Radiographer (6-hr refresher).	1040	2	12
Radiation Safety Training for XRF Operators	1035	45	90
Radiofrequency Radiation Safety Training (OJT by Supervisor)	1037	6064	6064
RCRA / Hazardous Waste Personnel Training [335]	19	69	0
Reproductive Hazards Job Specific Training - Annual (OJT by Supervisor)	197	20072	20072
Respirator Fit Test Protection Instructor Training (Train the Trainer)	1272	58	464
Respirator Protection Manager Training (Assistant or RPPA)	1020	440	880
Respirator User Training	112	14737	14737
Respiratory Protection Fit Testing	5	15311	7655.5
Respiratory Protection Fit Testing SCHEDULING ONLY (Not for recording actual Fit Test)	2479	247	123.5
Respiratory Protection Program Management	72	489	0
Rigging and Weight Handling Equipment CMD Rigger Certification	1248	35	35
RIGGING GEAR INSPECTION	1315	22	176
Roll Call Training	1767	228	228
Roofing (OJT By Supervisor)	1735	15	0
Safety and Health Training for Indian Head Div., NSWC Employees (Initial and Annual Refresher)	3243	1	1
Safety Appraisal [509]	73	10	0
Safety Attitude for Supervisors	2471	23	23
Safety Committee Meeting	2070	1880	1880
Safety Indoctrination for Personnel at CNRM	1660	87	87
Safety Management I	2294	7	0
Safety Manager Course	3358	1	40
Safety Orientation for Non-Supervisors	1093	10829	43316
Safety Orientation for Supervisor (CJRM)	1647	52	208
Safety Orientation for Supervisors - Annual	1388	21	52.5
Safety Orientation for Supervisors (Web or Classroom)	1077	10969	43876
Safety Orientation for Top Management NAS Pax River	3596	34	34
SAFETY ORIENTATION FOR TOP MANAGERS	1361	306	612
Safety Orientation Training for New Supervisors and Employee Representatives	1233	30	45
Safety Programs Afloat	1029	1	40
Safety Stand Down	211	34279	137116
Safety Stand-Down for Individual-Managing Your Risk Refresher	3889	1649	1649
Safety Training Seminar	2994	538	2152

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
SCBA (Self Contained Breathing Apparatus) Training	121	5935	5935
SCBA (Self Contained Breathing Apparatus) Training (Non-CBRNE Certified)	2797	4	4
Security Patrolman	3003	22	22
Servicing Multi-Piece and Single Rim Wheels [336]	12	247	247
Servicing Single and Multi-piece Rims (OJT By Supervisor)	1736	63	0
Sight Conservation Training	111	20902	20902
Site Safety Quality Management Board (QMB) Meeting	221	13	26
Slips, Trips and Falls (OJT By Supervisor)	1738	2614	0
SMS CAT III Bridge Crane Hoisting Operations	3293	3	3
SMS Production and Control (Missiles)	2874	10	10
Spill Management Team	1184	43	645
Spill Response Training	1322	6	0
STAK ASR System User Guide and Safety Tips	3181	7	7
Standard First Aid course- American Red Cross	3560	247	988
Standard Missile Assembly/Disassembly	2919	3	3
Standard Missile Forklift Operations	3292	6	6
Standard Missile Section/Component Pack/Unpack	2924	3	3
Statistical Analysis of Safety Data	2408	1	8
SUBASE GALLEY/RS4	3006	64	64
SUBASE KB AUTO SKILLS-POWER TOOLS	2928	2	2
SUBASE KB Ballfield Maintenance	3005	2	2
SUBASE KB CDC	2960	64	64
SUBASE KB CHAPEL	2961	4	4
SUBASE KB EMERGENCY MANAGEMENT	2917	2	2
SUBASE KB Fitness Complex Admin	2967	10	10
SUBASE KB golf course power hand tools	3287	18	18
SUBASE KB MWR DISPENSING OF PROPANE	2801	1	1
SUBASE KB OUTDOOR RECREATION	2887	3	3
SUBASE KB OUTDOOR RECREATION GROUNDS MAINTENANCE	2885	6	6
SUBASE KB PORT OPERATIONS	2886	46	46
SUBASE KB Recycling Center Operations	3228	5	5
SUBASE KB SWIMMING POOL	3004	4	4
SUBASE KB YOUTH CENTER	3001	23	23
SUBASE Kings Bay Fleet and Family Support Center	2973	5	5
SUBASE Kings Bay Food and Beverage	2798	6	6
SUBASE QL31 Part 2	2966	49	49
SUBASE QL31 Part 3	2975	31	31
SUBASE SAFETY OFFICE	2962	5	5
SUBASE KB QL31 Full JHA	2927	14	14
SUBSAFE Awareness Training	3233	359	359
Supervisor Annual Training - Industrial (CNRSW)	1396	1075	1612.5
Supervisor JHA/AJHA Annual Review/Update	1705	99	0
Supervisor Safety Training - VPP	2370	9	27
Supervisor Safety Training Administration	3341	53	53
Supervisor Safety Training for Industrial Supervisors Refresher (Includes HAZCOM Refresher)	1366	1	2

Appendices

Safety Courses (cont'd)	Course ID	Pass	Total Man Hrs
Supervisor Training - Non-Industrial (CNRSW)	1395	975	975
Supervisor-Managing Your Teams Risk	3455	24286	24286
Supervisors Food Handler Training	3933	8	144
SUPERVISORS/CDSO, HM / HW Coord, Fire Warden Training	2050	47	47
Supplemental Training for New Collateral Duty Safety Personnel	2527	18	54
Swimming - Class II Certification	1028	51	0
SWRMC GFE Certification Requirements (SWRMC)	4011	24	24
Tag-Out Users Manual (TUMS) Training Afloat	2190	156	0
Take 10 For ORM	2828	41462	41462
Taking pictures	2864	5	5
Thawk Forklift Operations	2881	1	1
Top Management Brief	1138	228	114
Tower Crane Safety	3908	15	112.5
Trainer Course in OSHA Standards for General Industry	2106	2	0
Training Exercise Review/ORM	3626	11	11
Truck Loading Safety and Procedures	1338	150	0
Update for Construction Industry Outreach Trainers	2107	1	24
VLS Missile Blast Residue HAZCOM	2147	9	18
Voluntary Protection Program (VPP)	1373	2531	1265.5
Voluntary Protection Program (VPP) Passport Incentive Program	2286	647	0
Voluntary Respirator Use Training	2049	417	417
VPP - My Personal Commitment to Safety Letter	2303	277	277
VPP Assessor	3613	8	64
VPP General Training	3349	33	33
West Nile Virus Awareness Training	1234	866	0
WRAIR-NMRC Bloodborne Pathogen Training	2476	134	134
WRAIR-NMRC Hazardous Communication (HAZCOM) Training	2482	124	248
WRAIR-NMRC Joint Safety, Health and Environmental	2468	76	76
WRAIR-NMRC Laboratory Safety	2478	291	291
WRAIR-NMRC Liquid Nitrogen (LN2) Handling Awareness	2473	15	22.5
WRAIR-NMRC Quarterly Collateral Duty Safety Officer (CDSO) Training	2498	7	7
WRAIR-NMRC Radiation Safety Training	2756	28	42
WRAIR-NMRC Safety Orientation	2474	71	106.5
XTS 5000 Portable Radios Course	3864	67	268