



# Naval Submarine Base Kings Bay, Georgia

## Safety and Occupational Health Policy

6 August 2007



Naval Submarine Base (SUBASE) Kings Bay's policy is to provide a safe and healthful workplace for all personnel. SUBASE achieves these conditions through an aggressive and comprehensive program fully endorsed by the Secretary of the Navy (SECNAV) and implemented through the appropriate chain of command.

All SUBASE Kings Bay personnel will comply with applicable safety standards. SUBASE Safety will perform inspection of all workplaces using qualified inspectors at least annually, and prompt abatement of identified hazards, including elimination or minimization of all hazards through engineering or administrative controls will be implemented. Where engineering or administrative controls are not feasible, regions and activities shall provide appropriate personal protective equipment (PPE) at government expense. Where hazard abatement resources are limited, regions and activities shall eliminate the most serious problems first. Where unabated serious hazards have not been eliminated, supervisors shall post NAVOSH Deficiency Notices to warn employees and define interim protective measures.

Procedures for all personnel to report suspected hazards to their supervisors and/or safety and health officials without fear of reprisal can be done anonymously through the Unsafe/Unhealthful Working Condition system located on the Safety Website and on Official Bulletin Boards.

Appropriate training for all safety and health officials, supervisory and management personnel, and employees shall be done through the Enterprise Safety Applications Management System, also known as ESAMS.

My safety staff will attend pre-construction meetings to review, in advance of construction or procurement, the design of facilities, systems, and subsystems to ensure that hazards are eliminated or controlled throughout the life cycle.

Mishaps must be entered into ESAMS immediately following the mishap so they can be promptly investigated. My Safety Staff, in conjunction with the supervisor, will perform thorough mishap investigations to prevent reoccurrence.

Comprehensive occupational health surveillance programs, both medical and industrial hygiene, have been implemented by qualified safety, industrial hygiene, and occupational health personnel. It is imperative that supervisors ensure their personnel are scheduled and attend these appointments.

Procedures consistent with Office of Personnel Management (OPM) and Navy Personnel Command (COMNAVPERSCOM) directives to measure employee performance in meeting requirements/objectives are outlined in the Performance Appraisal Review System (PARS). The PARS is required to measure supervisor and employee performance in meeting NAVOSH requirements/objectives. These measures are in place to ensure supervisors and employees keep safety first and hold those that disregard safety procedures accountable for their actions.

I am committed to doing my best in making a safety and health working environment and I expect the same commitment from each of you!

A handwritten signature in blue ink, appearing to read "W. E. Stevens".

W. E. STEVENS, CAPT, USN  
Commanding Officer