



DEPARTMENT OF THE NAVY

U.S. NAVAL SUPPORT ACTIVITY

PSC 817 BOX 1

FPO AE 09622-0001

NAVSUPPACT NAPLES INST 5100.9B
N35

14 DEC 2009

NAVSUPPACT NAPLES INSTRUCTION 5100.9B

From: Commanding Officer, U.S. Naval Support Activity, Naples,
Italy

Subj: AWARDS FOR ACHIEVEMENT IN SAFETY ASHORE

Ref: (a) SECNAVINST 5100.15 (Series)
(b) OPNAVINST 5100.23 (Series)

Encl: (1) Safety Award Nomination Format

1. Purpose. To establish procedures to implement a Safety Awards Program at U.S. Naval Support Activity (NAVSUPPACT) Naples, Italy to recognize personnel and activities for their excellence in safety initiatives and achievements in the prevention of accidents and personnel injuries per references (a) and (b).

2. Cancellation. NAVSUPPACT NAPLES INST 5100.9A

3. Applicability. This instruction applies to all NAVSUPPACT Naples Departments and Tenant Commands.

4. Discussion. Accidents in the workplace can lead to severe personal injuries and equipment damage that can result in mission failure. Sailors and civilians are working hard to prevent such accidents from occurring in the workplace and need to be recognized for their safety efforts in this endeavor.

5. Background. Reference (b) establishes Occupational and Safety Health (OSH) as core values of the Department of Navy (DON), and updated policies, procedures, and responsibilities for administering a comprehensive DON OSH program. The NAVSUPPACT Naples Safety Awards Program is established to recognize those NAVSUPPACT Naples Departments and Tenant Commands that promote safe practices and demonstrate the best occupational safety and health programs in accident prevention to eliminate hazards and injuries.

6. Safety Award Categories. The following are the safety award categories that personnel and activities can be nominated for:

14 DEC 2009

a. Activity Safety Award. Activities which complete 365 consecutive days without any mishaps or incidents causing personnel injury or damage to government property are eligible for this award.

b. Government Motor Vehicle Award. Personnel or an activity that complete 365 consecutive days without an at-fault accident or traffic violations are eligible for this award.

c. Safe Employee Award. Personnel who complete 365 consecutive days without any mishaps or incidents causing personnel injury or damage to government property are eligible for this award.

d. Safe Material Handling Equipment Award. Personnel who complete 365 consecutive days without any mishaps or incidents causing personnel injury or damage to government property in operation of material handling equipment are eligible for this award.

e. Safe Supervisor Award. Supervisors, who manage and supervise personnel within their section for 365 consecutive days without any mishaps or incidents causing personnel injury or damage to government property, are eligible for this award.

7. Safety Award Nominations can be submitted at any time to the NAVSUPPACT Naples Safety Office during the Fiscal Year, utilizing enclosure (1), via the Department Head/Chain of Command.



R. B. RABUSE

Distribution:

NAVSUPPACT Naples INSTR 5216.4Y

Lists: I through III

Electronic via NAVSUPPACT NAPLES Web Site:

<https://www.cnic.navy.mil/Naples/Departments/Administration/Instructions/index.htm>

Copy to:

Lists: IV and V

NAVSUPPACT NAPLES INST 5100.9B

14 DEC 2009

SAFETY AWARD NOMINATION FORMAT EXAMPLE

Date

From: (Department/Activity)
To: NAVSUPPACT Naples Safety Office
Via: (If applicable)

Subj: U.S. NAVAL SUPPORT ACTIVITY, NAPLES SAFETY AWARD
NOMINATION

Ref: (a) NAVSUPPACT NAPLES INSTRUCTION 5100.23

1. In accordance with reference (a), request the (Name of the Safety Award) be awarded to (Activity or Name of Person).
2. Justification for the Award. _____ (Include the dates of the award period within the justification).
3. Point of contact is (Name of the Initiator), at (Phone Number and email address).

Signature Block

Enclosure (1)