DEPARTMENT OF THE NAVY
U.S. NAVAL SUPPORT ACTIVITY
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NAVSUPPACT NAPLES INST 5420.5I
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NAVSUPPACT NAPLES INSTRUCTION 5420.5I

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

Subj: COMMAND TRI-SAFETY PROGRAM COUNCIL MEETING

Ref: (a) OPNAVINST 5100.23 (Series)
(b) NAVSUPPACT NAPLES INST 5100.1 (Series)
(c) OPNAVINST 5100.25 (Series)
(d) NAVSUPPACT NAPLES INST 5100.12 (Series)
(e) OPNAVINST 5100.2 (Series)
(f) NAVSUPPACT NAPLES INST 5100.11 (Series)

1. Purpose and Function of the Council. To provide command policy and guidance for conducting a combined quarterly Recreation and Off-Duty Safety (RODS), Traffic Safety and Shore Safety council meeting. The Command Tri-Safety Program Council will provide opportunities for various groups and individuals to express multiple safety viewpoints and interests. Subject matter discussed by the council will include safety goals, program improvement plans, mishap prevention experience, requirements and initiatives, compliance issues and hazard abatement. The Council has three basic functions:

a. Create and maintain an active interest in all safety programs.

b. Serve as a means of communications regarding the pertinent safety subjects and other relevant issues.

c. Provide program assistance to NAVSUPPACT Naples and Tenant Commands, including the addition or updating of safety policies and safety program objectives.

2. Cancellation. NAVSUPPACT NAPLES INST 5420.5H.

3. Background. References (a) through (e) provide supplemental guidance and direction regarding the RODS, traffic safety and shore safety programs.

4. Applicability. This instruction applies to NAVSUPPACT Naples Departments and Tenant Commands ensuring attendance and

representation from Safety, Public Works, Morale, Welfare and Recreation, Security, Human Resources Office, Navy Exchange, Commissary, DODD Schools, Operations, Family and Fleet Support Center, Child Development Center, Public Affairs and the Navy element at Joint Forces Command. The council will be chaired by the Executive Officer and coordinated by the NAVSUPPACT Safety Manager, with NAVSUPPACT Departments and Tenant Commands.

5. Policy. It is the policy of the Commanding Officer to ensure every available means is used to prevent death, injury, or illness to personnel covered by this instruction. The council will be responsible to set realistic injury and accident reduction goals.

6. Ashore Safety. The remaining U.S. Navy safety programs listed in references (a) and (b) must be implemented and considered for by the council as they apply to the command and include the following objectives:

a. To protect personnel, sustain the mission, and enhance capabilities and the mission through a systematic and proactive process of hazard identification and operational risk management.

b. Assists in planning, organizing, directing and evaluating the Safety and Occupational Health efforts within the activity.

c. Discuss ways to implement the other core Navy Safety and Occupational Health Program Functional Areas and programs for the command.

7. Recreation and Off-Duty Safety (RODS). The council is required in accordance with references (c) and (d) to:

a. Identify and recommend improvements for specific recreation, athletics, and home safety problem areas.

b. Promote recreation, athletic and home mishap prevention.

c. Disseminate hazard awareness information.

d. Propose new or revised policies and procedures to enhance local recreation and off-duty mishap prevention efforts.

8. Traffic Safety. References (e) and (f) require the implementation of a Traffic Safety Council with the minimum following objectives:

a. Analyze traffic mishap and citation statistical data within its respective jurisdiction.

b. Monitor all on or off base road networks in close proximity to NAVSUPPACT Naples installations, such as access roads and routes heavily traveled by DOD vehicles.

c. Identify mishap locations and analyze high mishap incidence locations.

d. Maintain close cooperation with local officials to resolve mutual traffic and safety problems.

e. Inform personnel through safety meetings, safety indoctrination programs, plan of the week notices, etc., of identified hazards, abatement projects, and alternate routes.

9. Responsibilities. The council shall meet at the end of each quarter, or as designated by the Chairman. Council agenda will be distributed within a reasonable time prior to meetings. Minutes from the council meetings will be completed and dispersed within seven working days after completion of the council meeting to all NAVSUPPACT Departments and Tenant Commands. All recommended corrective actions and safety performance improvements will be directed to the Chairman and Commanding Officer for review and approval. The commander's approval for corrective actions will be dispersed to applicable department leaders. Deficiencies must be mitigated or documented into a corrective action plan within 10 business days.

10. All assigned leaders are required to follow the regulations set forth in this instruction.

R. B. RABUSE

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