SECRETARY OF THE ARMY
WASHINGTON DC 20310-0110

MAR 29 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Accountability for Department of the Army Civilian Safety and Occupational Health

1. I am extremely concerned with our safety performance trend over the past year. Occupational injuries and illnesses degrade the health, well-being, and morale of Department of the Army Civilians, erode Army readiness, and are a drain on limited resources. In fiscal year 2005, the Army averaged 1,400 civilian occupational injuries and illnesses monthly resulting in 5,200 lost workdays. Our workers' compensation claims for 2005 totaled $175 million.

2. Leadership and employee participation are critical factors in changing safety behavior and improving safety performance. Organizations with clearly defined safety responsibilities and accountability have effective safety and occupational health programs that significantly reduced accident rates. I believe it imperative that Army leaders clearly assign responsibility and accountability for the safety and occupational health of our civilian employees. To reverse our unacceptable trend:

a. Senior civilian leaders will aggressively manage safety and occupational health programs in their organizations. They will develop performance metrics to monitor effectiveness and establish accountability throughout the organizations by clearly defining performance expectations in the Total Army Performance Evaluation System.

b. Safety will become part of the employee counseling sessions with leaders emphasizing positive actions to improve safety and occupational health program management, implement composite risk management, and reduce preventable accidents. In addition to increasing emphasis on these important issues during counseling sessions, leaders will ensure such actions are reviewed during their command inspection programs.

3. Employee safety and occupational health is non-negotiable. I call on each of you to provide the leadership necessary to achieve a world-class safety performance and to challenge your managers and employees to support this goal.

Francis J. Harvey

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