



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND, SOUTHEAST REGION
HEADQUARTERS, UNITED STATES ARMY GARRISON, FT CAMPBELL
39 NORMANDY BOULEVARD
FORT CAMPBELL, KENTUCKY 42223-5617

IMSE-CAM-SO

OCT 15 2009

MEMORANDUM FOR Garrison Directors and Chiefs, Staff Offices/Activities, This Headquarters

SUBJECT: Policy 19 - Safety

1. As United States Army Garrison (USAG) Fort Campbell Commander, no mission is more important or pursued more pervasively or with greater energy, day after day than my commitment to the safety of our Soldiers and their families, Department of the Army Civilians, contractors and retiree's. Safety is at the very core of how the USAG conducts daily operations, supports the Senior Mission Command, and is the foundation for the reduction of accidents which result in "loss time" injuries.

2. Safety will not be an afterthought! Commanders, Directors, Supervisors and Managers must ensure that future plans and daily operations incorporate the use of the 5 step Composite Risk Management (CRM) process. To improve workplace safety for all personnel assigned, attached and/or working on Fort Campbell, USAG will focus our efforts on:

a. Creating Awareness and building Management Support. Align employees on a common safety philosophy and policy, and begin to build an integrated safety management system. A primary and alternate Collateral Duty Safety Officer (CDSO) will be assigned to each Directorate. CDSOs will enroll and complete the online Safety Officers Course and attend the local CDSO course in order to be "certified" to perform duties IAW AR 385-10 & DA PAM 385-10. These duties will include but are not limited to performing Low Risk Facility Inspections and developing Joint Hazard Analysis (JHA) for each task / job assigned to the directorate, section or shop.

b. Developing the functional capability of the organization. "Empower" employees. Involving employees thru teamwork in a safety oriented environment will foster safety awareness. Employees must report unsafe conditions or hazards immediately to their supervisor or the Installation Safety Office. Ensure accidents are reported, investigated and corrective actions are taken.

c. Utilizing the functional capability for total performance. Prevent accidents and/or injuries, and eliminate the cause of the accident / injury. We will continue to reduce loss time injuries; thus reducing worker's compensation and other associated costs. Leaders at all levels will focus on accident trends analysis and implement control measures by providing safety training designed to eliminate and/or reduce accidents.

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3. The need for safety is ever more present as we continue to work in a high OPTEMPO environment. Every Commander, Director, Supervisor and Manager must keep safety at the forefront of everything we do. One accident resulting in injury is one too many! No job is so important that we cannot take the time to do it safely. Our employees are valuable assets that we cannot afford to lose due to negligence or failure to enforce standards. Only as a TEAM can we achieve a goal of Zero Accidents.

4. The proponent for this policy is the Installation Safety Office, ATTN: IMSE-CAM-SO.

A handwritten signature in black ink, appearing to read "Perry C. Clark". The signature is fluid and cursive, with a large initial "P" and "C".

PERRY C. CLARK
Colonel, SF
Commander, USAG

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