

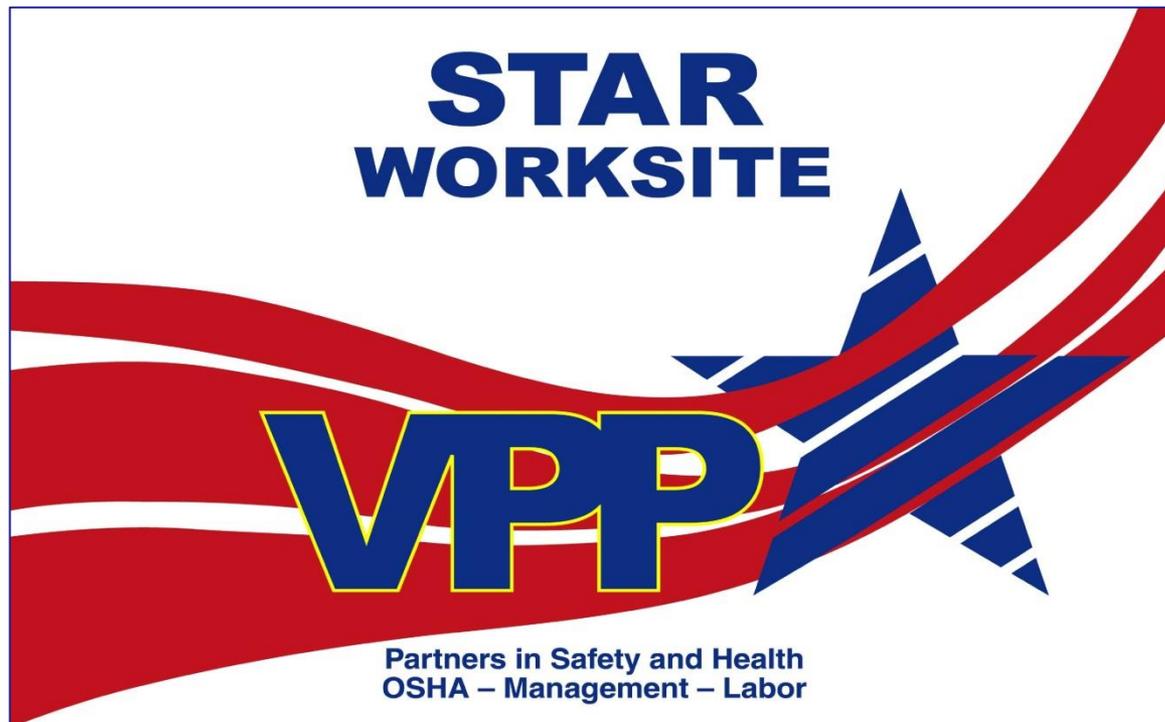


# Marine Corps Logistics Base Albany

## Commanding Officer's Quarterly Safety Council

FY16 4<sup>th</sup> Quarter

02 November 2016

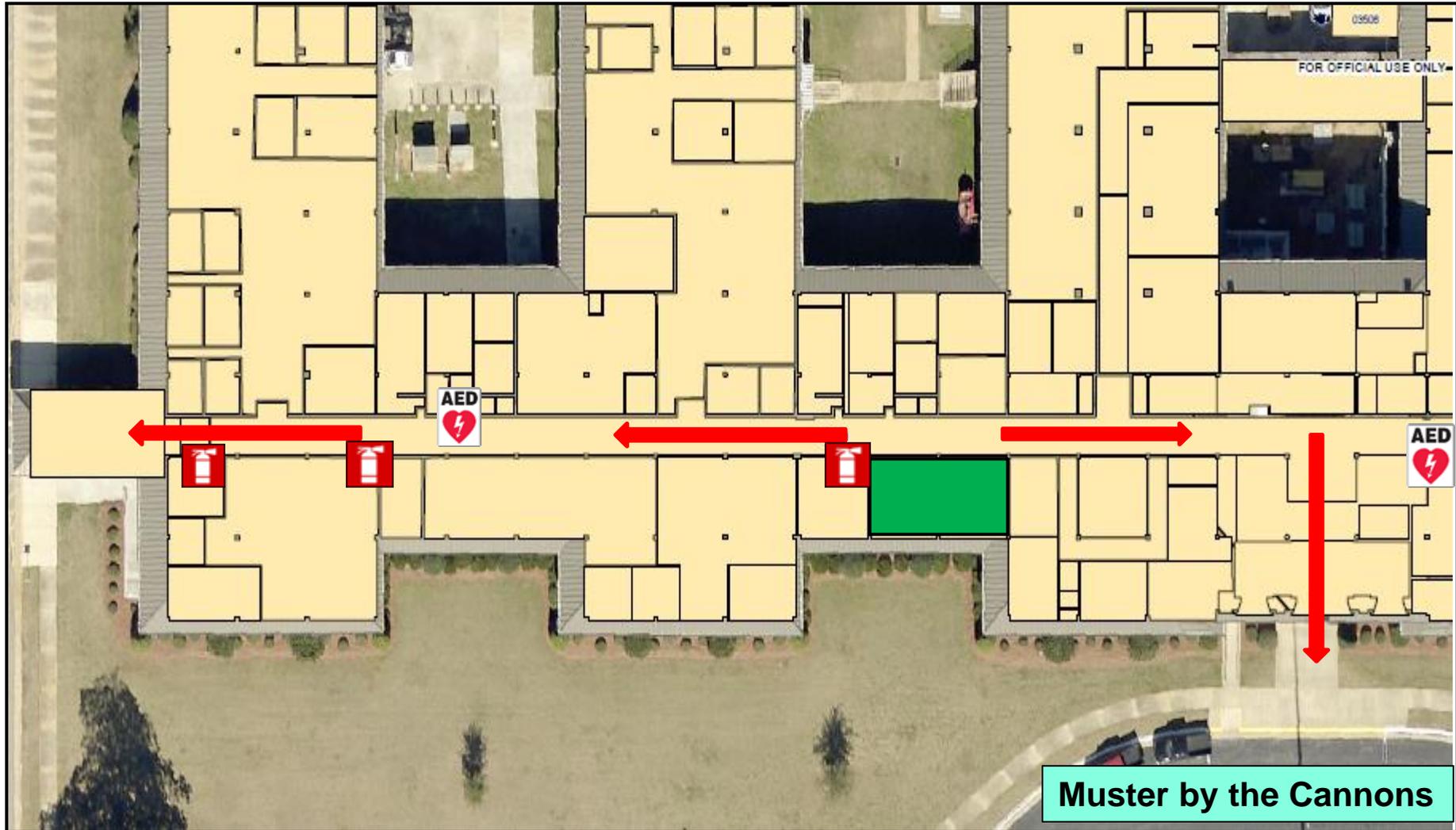




# Emergency Evacuation



## Coffman Hall Evacuation Routes





# PURPOSE



**The purpose of the Safety Council is to review the installation and tenant safety performance and program effectiveness, and to recommend changes to reduce unsafe practices and to strengthen the overall program.**

(NAVMC DIR 5100.8 Chap. 4 Para. 4001)

**This meeting serves as the command:**

- 1. Safe Driving Council** (MCO 5100.19F, Chap. 2, Para. 1)
- 2. Ergonomics Committee Meeting** (NAVMC DIR 5100.8 Chap. 19 Para. 19003)



# **AGENDA**



## **Safety Goals**

### **Safety Performance Metrics**

#### **Safety Inspections**

#### **Unit Safety Reports**

#### **GOV Fleet Safety**

#### **Fire & Emergency Services**

#### **Traffic Safety**

#### **Safety Initiative**

#### **Reasonable Accommodations**

#### **Ergonomics Program**

#### **Substance Abuse Control Officer**

#### **Hearing Conservation Program**

#### **Naval Branch Health Clinic**

#### **Safety Training**

#### **VPP**

#### **Open Discussion**

#### **CO Guidance**



# CALENDAR YEAR 2016

## Command Safety Program Goals



# CY16 Command Safety Program Goals



## GOAL #1: Refresh Job Hazard Analysis

**Background:** Job Hazards Analysis (JHA) is a sub element of Worksite Analysis and the tool we use to identify and analyze hazards associated with a routine task. Employee interviews during safety and occupational health inspections indicate the command would benefit by refreshing our familiarity with this important tool.

**References:** FRN 65 FR 45650 III.F.5

**Goal:** Refresh JHA's within the command so employees can describe the process, prepare new JHA's and update existing JHA's.

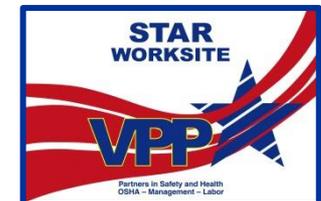
**Target Date:** 16 December 2016

**Goal Leader:** Command Safety Officer

**Goal Progress Reporting:** Division Directors and HQ Company Commander will brief the progress of this goal at the Commanding Officer's Quarterly Safety Council.

	Objective	Objective Leader	Completion Date
1	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.	Division Directors, Special Staff and HQ Company Commander	27 April 2016  87% completed
2	Inventory the routine tasks and processes that require a JHA to ensure the JHA's on-hand are still valid. Survey new tasks and processes that require preparation of a JHA.	Division Director, Special Staff and HQ Company Commander	27 July 2016
3	Marine and Civilian Marine supervisors will ensure that their JHA-trained personnel update and refresh existing JHA's IAW BO 5100.10 for their routine tasks. Marine and Civilian Marine supervisors will also ensure that JHA's are created for new routine tasks and processes on their inventory. The intent is to have 100% JHA's with a prepared date during calendar year 2016.	Installation Safety Manager	26 October 2016

Assessment Criteria		
No Action	In-Progress	Completed





# CY16 Command Safety Program Goals



## GOAL #2: Increase Electrical Panel Box Safety Awareness

**Background:** Familiarity with electrical panel boxes will increase safety awareness for employees who work near electrical panel boxes and provide relevant safety information that can be applied to home electrical panel boxes. In addition, a recent change to the National Fire Protection Association standard for electrical safety in the workplace requires specific warning labels to be placed on electrical panel boxes.

**References:** 29 CFR 1910.335 and NFPA 70E – 2015 Section 130.5

**Goal:** Provide training for employees on electrical panel box safety and affix hazard warning labels to all electrical panels in facilities occupied by the command.

**Target Date:** 16 December 2016

**Goal Leader:** Command Safety Officer

**Goal Progress Reporting:** Division Directors and HQ Company Commander will brief the progress of this goal at the Commanding Officer's Quarterly Safety Council.

	Objective	Objective Leader	Completion Date
1	All Marines and Civilian Marines will View the electrical panel box training briefing prepared by Risk Management Office as part of the 101 Critical Days of Summer Safety stand down.	Division Directors, Special Staff and HQ Company Commander	27 July 2016
2	Divisions will validate the Public Works Office inventory of electrical panel boxes in facilities occupied by the installation command for location and type of service. The inventory will include a confirmation that access (30" clearance) is maintained for each electrical panel box.	Division Directors, Special Staff and HQ Company Commander/PWO	27 July 2016
3	Risk Management will coordinate with Public Works to assign and prepare the appropriate arc flash and shock hazard warning labels for each electrical panel box.	Installation Safety Manager/PWO	26 October 2016
4	Working with PWO and unit safety officers, Risk Management will ensure that the appropriate arc flash and shock hazard warning label is affixed to each electrical panel box identified in the division's inventory.	Installation Safety Manager	16 December 2016

Assessment Criteria		
No Action	In-Progress	Completed



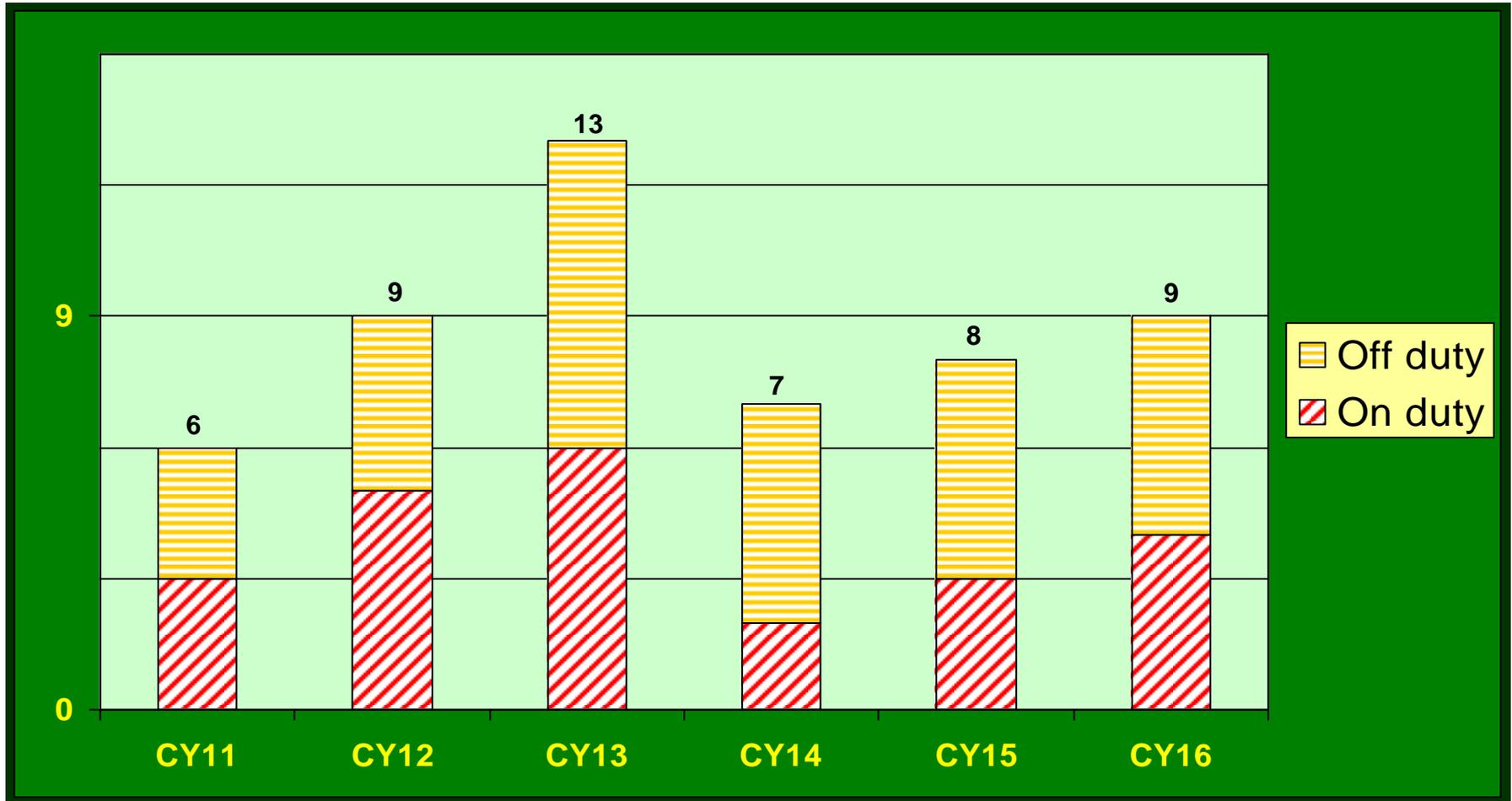


# **Safety Performance Metrics**

## **As of 30 September 2016**



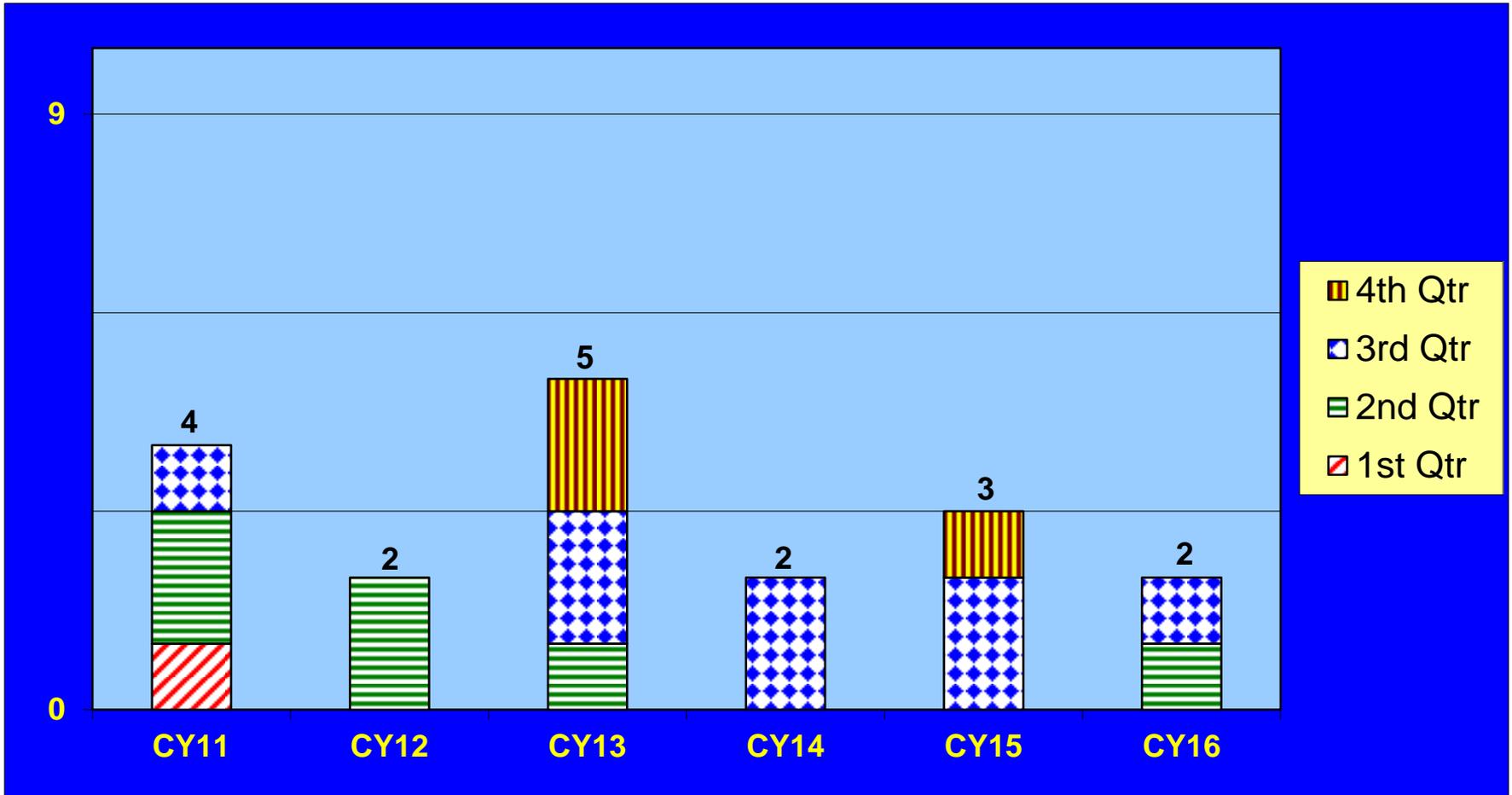
# CY11-CY16 Military WESS Reportable Cases MCLB Albany



Per MCO P5102.1B, a "Reportable mishap" is any mishap which causes \$50,000 or more total cost of damage to DoD or non-DoD property, a fatality, permanent total or partial disability, 1 or more personnel hospitalized, loss of time from work, light/limited/restricted duty, job transfer, or medical treatment beyond first aid including prescription drugs.



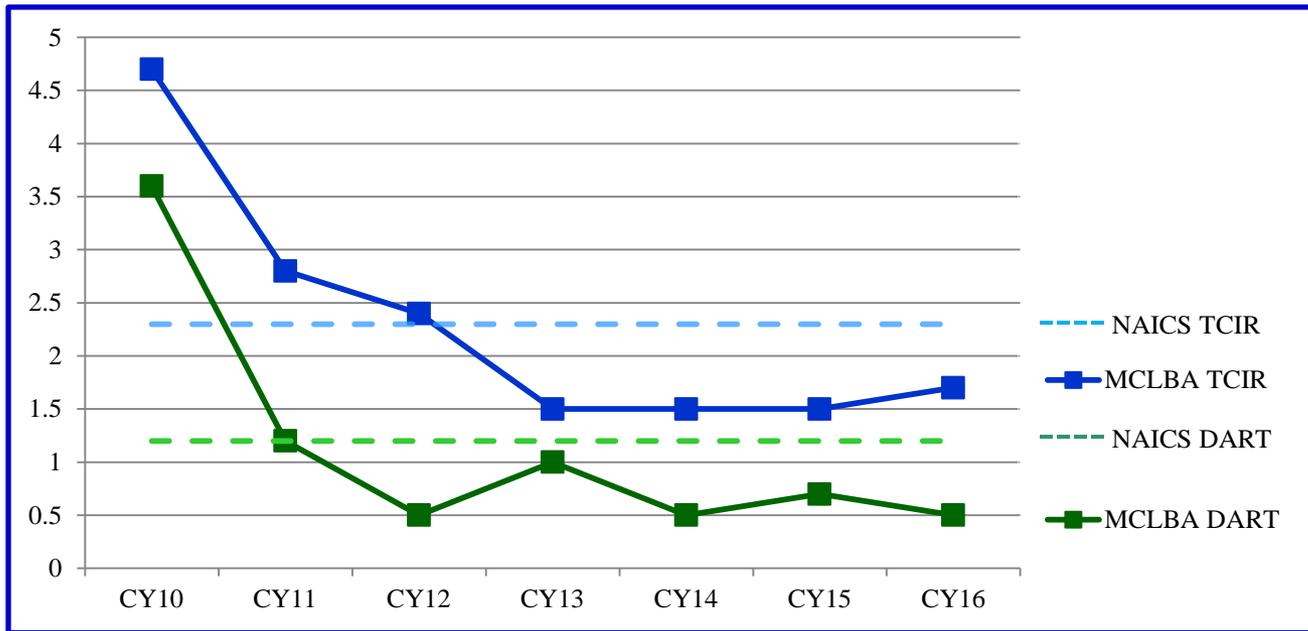
# CY11-CY16 Civilian Lost Day Cases MCLB Albany





# Injury Rate History - Marine Corps Logistics Base Albany

as of 30 Sep 16

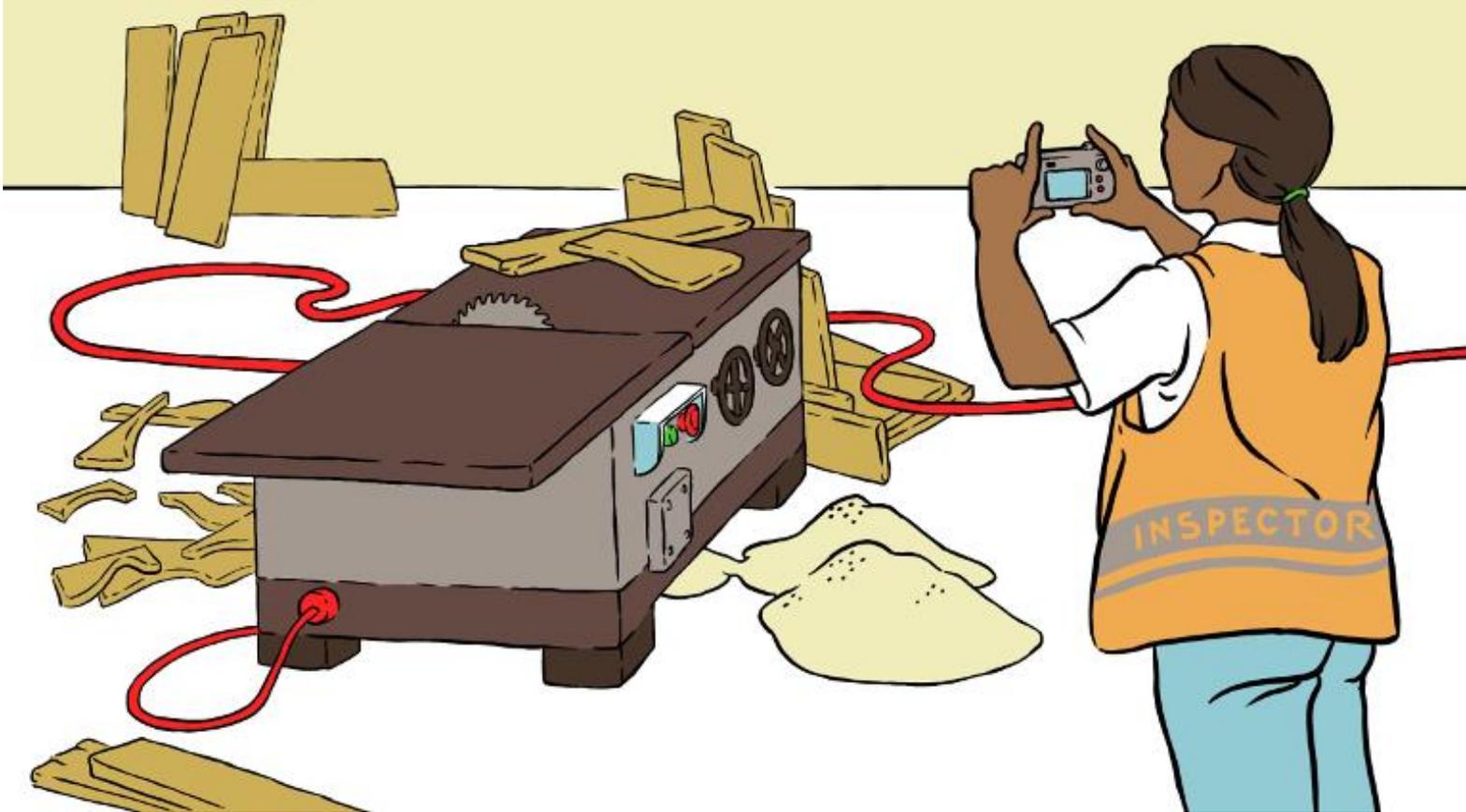


OSHA RECORDABLE CASES	
Calendar Year	# of Cases
2010	30
2011	17
2012	14
2013	09
2014	09
2015	08
2016	07

MCLB Albany Injury Rates as of 30 Sep 16							
MCLB Albany	CY10	CY11	CY12	CY13	CY14	CY15	CY16
TCIR	4.5	2.8	2.4	1.5	1.5	1.5	1.7
DART	3.6	1.2	0.5	1.0	0.5	0.7	0.5
NAICS	CY10	CY11	CY12	CY13	CY14	CY15	MCLB Albany 3-Year Average (CY13-CY15)
TCIR	3.6	3.8	3.6	3.9	3.1	2.3	1.6
DART	1.9	1.9	1.8	1.9	1.5	1.2	0.6



# Safety Inspections



Cathy Brannon  
Lead Safety Specialist  
639-7048



# Inspections Completed



<b>FY16 Inspections 4<sup>th</sup> Quarter</b>
<b>CDC (Quarterly/Comprehensive)</b>
<b>LSD</b>
<b>PSD</b>
<b>MCCS</b>
<b>CISD</b>

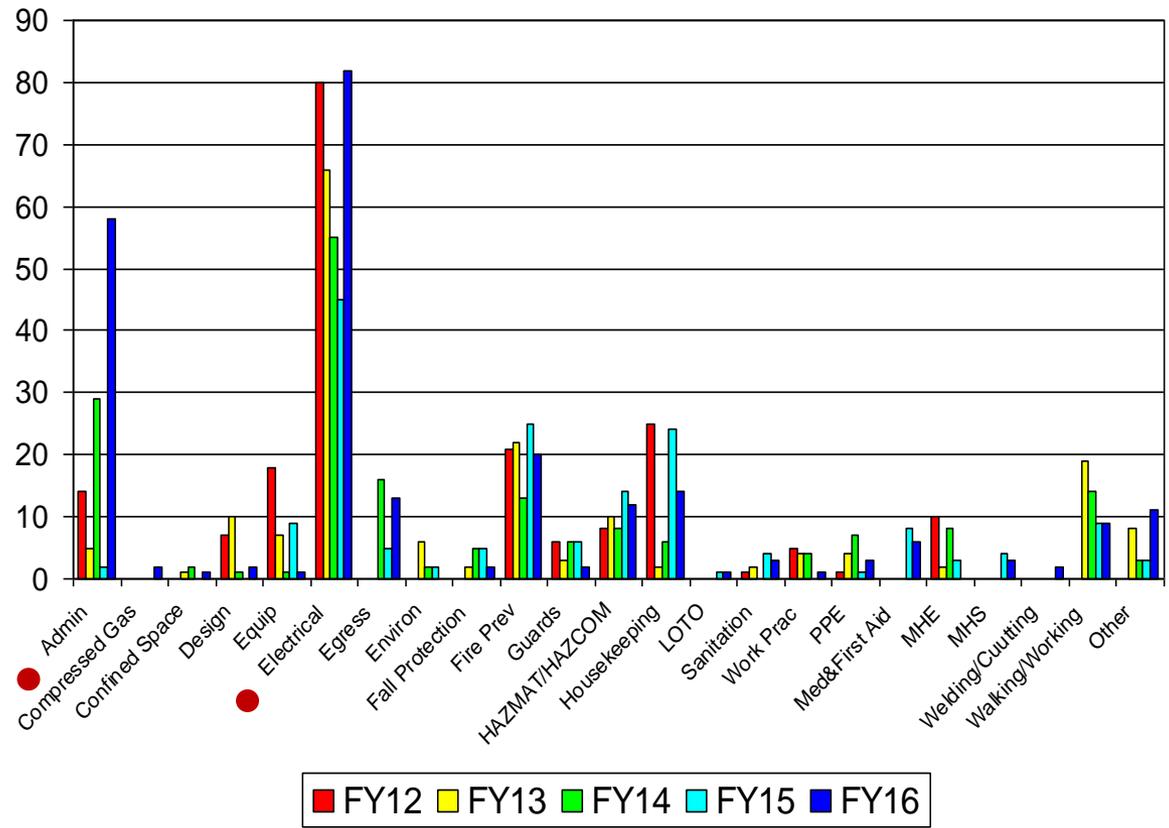


# FY12-FY16 Inspection Findings (Includes all Organizations)

as of 30 Sep 16



Risk Assessment Code for all findings					
	FY 12	FY 13	FY 14	FY 15	FY 16
RAC 1	0	0	0	0	0
RAC 2	1	3	1	1	0
RAC 3	18	18	8	11	8
RAC 4	131	130	144	135	170
RAC 5	43	22	27	23	70
Total	193	173	182	170	248





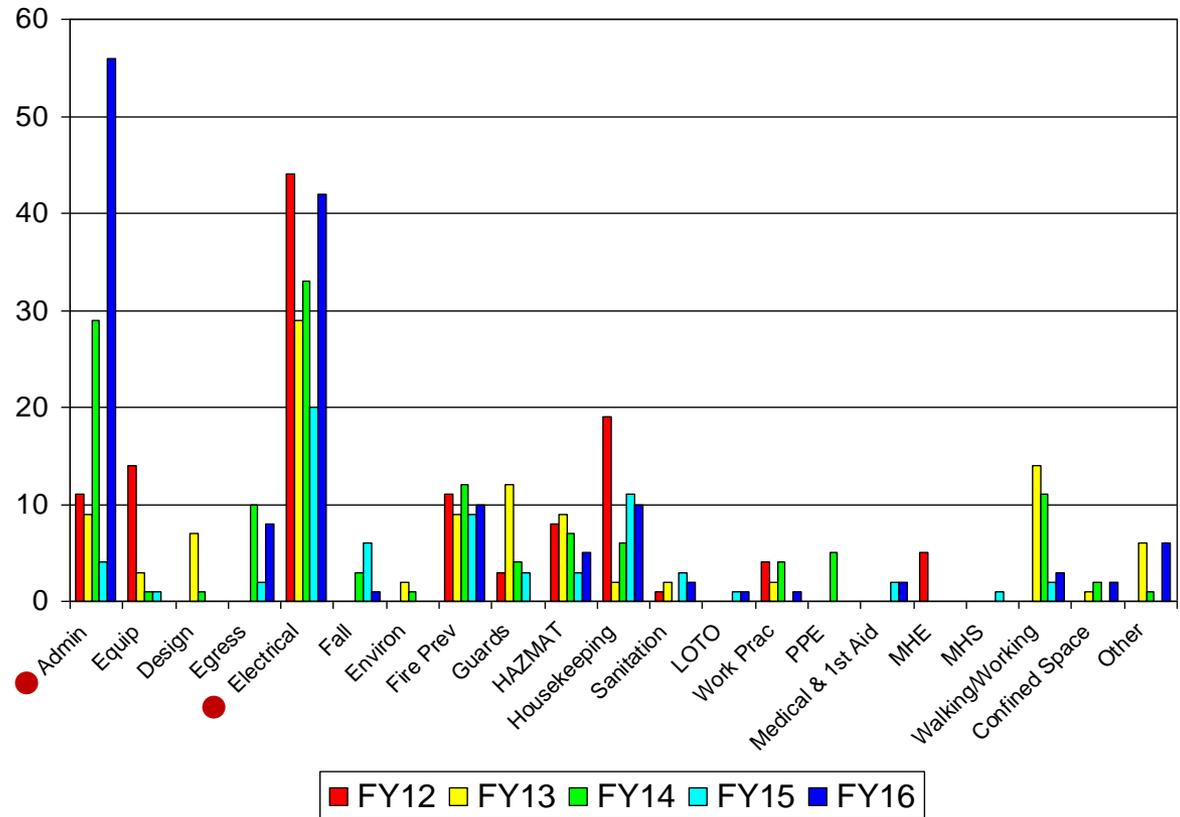
# FY12-FY16 Inspection Findings

## MCLB Albany

as of 30 Sep 16



Risk Assessment Code for all findings					
	FY 12	FY 13	FY 14	FY 15	FY 16
RAC 1	0	0	0	0	0
RAC 2	0	1	0	0	0
RAC 3	8	9	3	5	7
RAC 4	79	70	105	59	82
RAC 5	33	18	24	7	60
<b>Total</b>	<b>120</b>	<b>98</b>	<b>132</b>	<b>73</b>	<b>149</b>





# Inspections FY16

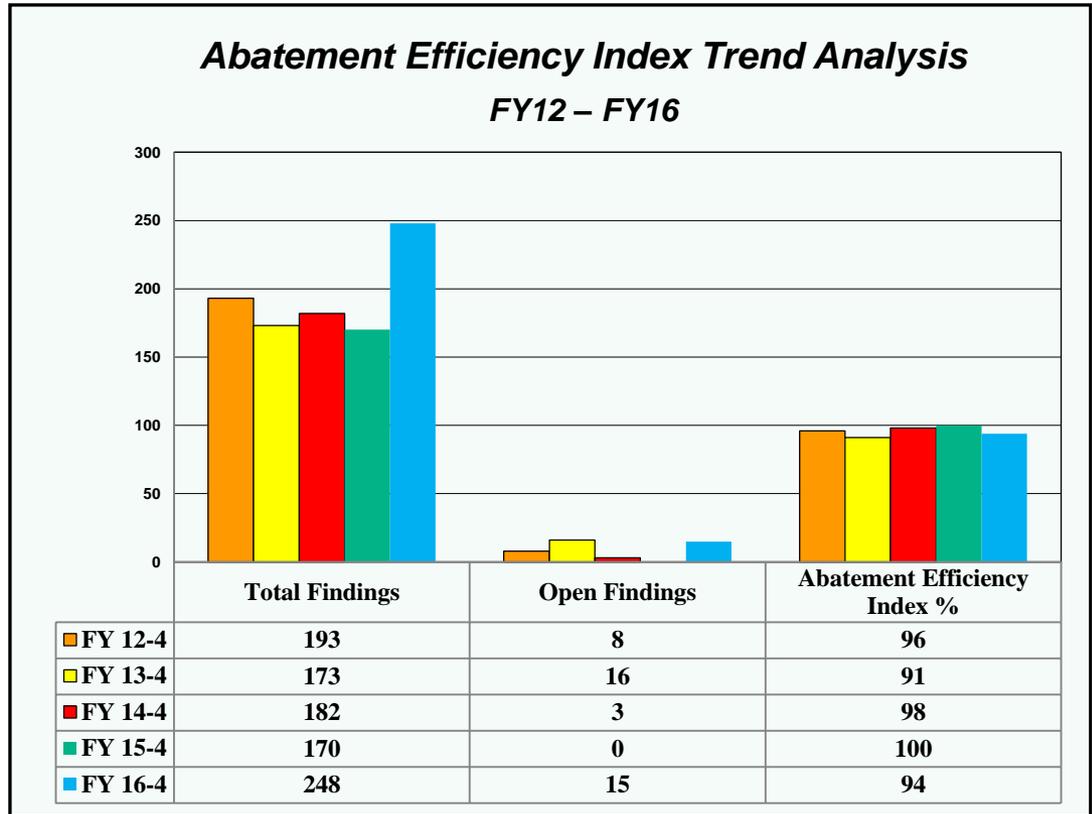
## Safety and Occupational Health Inspections

### Abatement Efficiency Index: **94%**

**6% (15)** of the **248** Findings identified by Safety & Occupational Health Inspections during FY16 are not documented as abated within 30 days.

NAVMC Dir 5100.8, Chap. 7, Para 7004.4.f: Supervisor responsibilities. “Provide for or ensure abatement of all identified workplace OSH deficiencies”.

Open Findings as of 30 Sep 16		
UNIT	Number	RAC
OTD	1	4
H&S Co	7	5
HQ and SS	5	5
DMC	2	4
<b>Total</b>	<b>15</b>	



It is the Unit Safety Officer’s responsibility to maintain a hazard abatement log and monitor the corrective actions (Work Requests) taken and report the status to the Risk Management.



# Reports of Near Miss

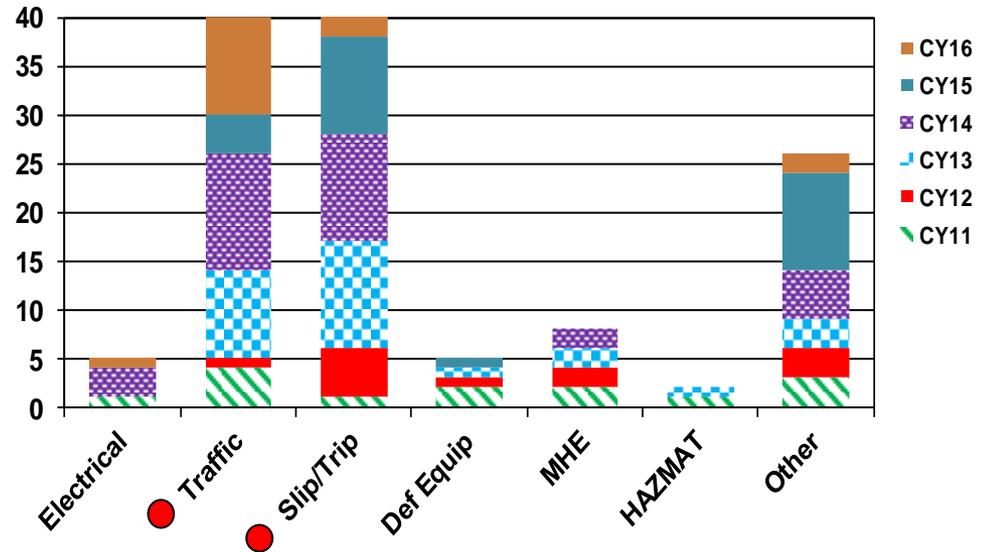
**ESAMS recorded 8 valid Near Miss\* Reports for this quarter**

\*A Near Miss is defined as: an unsafe or unhealthful action, behavior, or working condition that did not result in a mishap or property damage.

**3<sup>rd</sup> Quarter CY16**

**CY11-CY16**

Division	Current Quarter Reported	Total Reported for CY16	Current Reporting Rate	Annual Reporting Rate
LSD	0	4	0.0%	6.6%
PSD	4	7	15.1%	6.6%
CISD	2	4	25.0%	12.5%
MCCS	1	1	2.4%	0.6%
I&E	0	3	0.0%	2.9%
HQ Staff	1	1	28.6%	7.1%
HQ Co.	0	0	0.0%	0.0%
Comptroller	0	1	0.0%	7.7%
OTD	0	0	0.0%	0.0%
<b>Total</b>	<b>8</b>	<b>21</b>	<b>5.5%</b>	<b>3.6%</b>



Stacey Williams  
 Safety Specialist/Program Manager  
 639-7049



# Unit Safety Reports



# Unit Safety Reports



## Briefing Order:

**H&S Company**  
**MCLBA HQ and Staff**  
**OTD**  
**MANPOWER**  
**COMPTROLLER**  
**LSD**  
**CISD**  
**I&E**  
**PSD**  
**MCCS**  
**DDAG**



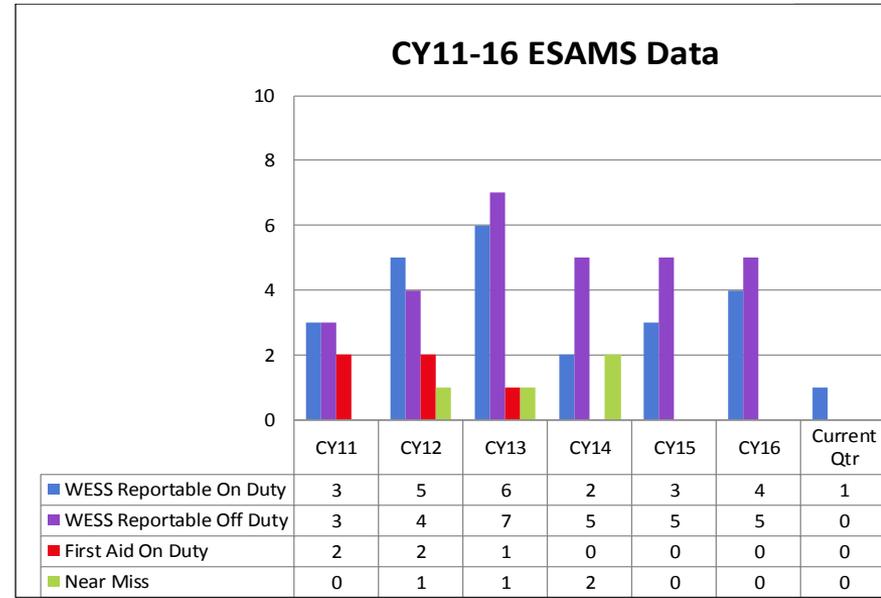
# H&S Company



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
On Duty Inj.	1	0	2	0	0	0	0	0	1			
Off Duty Inj.	0	2	2	0	0	1	0	0	0			
	On		Off		On		Off		On		Off	
Injuries	3		4	0		1	1		0			
Rate	17.9		12.7	9.0		7.9	8.1		5.4			

CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
On Duty Inj.	1	0	0	0	0	0	0	0	0			
Off Duty Inj.	0	0	0	0	0	1	0	0	0			
	On		Off		On		Off		On		Off	
Lost Time Injuries	1		0	0		1	0		0			
Lost Time Rate	6.0		0.0	3.0		3.2	2.0					



CY16 Property Damage		
Quarter	Property Damage	Amount
1 <sup>st</sup> Qtr	None	\$0.00
2 <sup>nd</sup> Qtr	1 Property Damage	\$483.00
3 <sup>rd</sup> Qtr	None	\$0.00
4 <sup>th</sup> Qtr		
<b>Total</b>	<b>1 Property Damage</b>	<b>\$483.00</b>

Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
	Inventory the routine tasks and processes that require a JHA to ensure the JHA's on-hand are still valid. Survey new tasks and processes that require preparation of a JHA. Marine and Civilian Marine supervisors will ensure that their JHA-trained personnel update and refresh existing JHA's IAW BO 5100.10 for their routine tasks. Marine and Civilian Marine supervisors will also ensure that JHA's are created for new routine tasks and processes on their inventory. The intent is to have 100% JHA's with a prepared date during calendar year 2016.			
Increase Electrical Panel Box Safety Awareness	All Marines and Civilian Marines will View the electrical panel box training briefing prepared by Risk Management Office as part of the 101 Critical Days of Summer Safety stand down.			
	Divisions will validate the Public Works Office inventory of electrical panel boxes in facilities occupied by the installation command for location and type of service. The inventory will include a confirmation that access (30" clearance) is maintained for each electrical panel box.			
	Risk Management will coordinate with Public Works to assign and prepare the appropriate arc flash and shock hazard warning labels for each electrical panel box. Working with Public Works Office and unit safety officers, Risk Management will ensure that the appropriate arc flash and shock hazard warning label is affixed to each electrical panel box identified in the division's inventory.			20

Inspection Results	
Month	Percentage
Apr 2016	89%



# Narrative of Military WESS Reportable Cases CY16



Date	Narrative	Status	Results
1 <sup>st</sup> Qtr	13 Jan 16- SNM torn right ankle ligament while walking down stairs.	On Duty	RX Meds, 31 Days Lost Time, 66 Days Light Duty
	25 Feb 16- SNM strained groin muscle while attempting to enter a vehicle with a modified lift kit assembly.	Off Duty	RX Meds, 28 Days Light Duty
	29 Feb 16- SNM hyper extended right knee joint in an attempt to break fall from tripping over interior door stop in barracks.	Off Duty	RX Meds, 28 Days Light Duty
	5 Mar 16- SNM strained left ankle while running.	Off Duty	RX Meds, 14 Days Light Duty
	8 Mar 16- SNM over exerted left knee while running during PT.	On Duty	RX Meds, 31 Days Light Duty
	11 Mar 16- SNM sprained left ankle while conducting unit PT.	On Duty	13 Days Light Duty
	13 Mar 16- SNM injured left knee while exiting the shower at home.	Off Duty	SNM on LIMDU from previous injuries, no modifications to restrictions
2 <sup>nd</sup> Qtr	14 Jun 16- SNM injured his left knee while doing yard maintenance at home.	Off Duty	RX Meds, 6 Days Lost Time, 90 Days Light Duty
3 <sup>rd</sup> Qtr	09 Sep 16- SNM injured his right wrist while doing HITT.	On Duty	SNM awaiting further evaluation

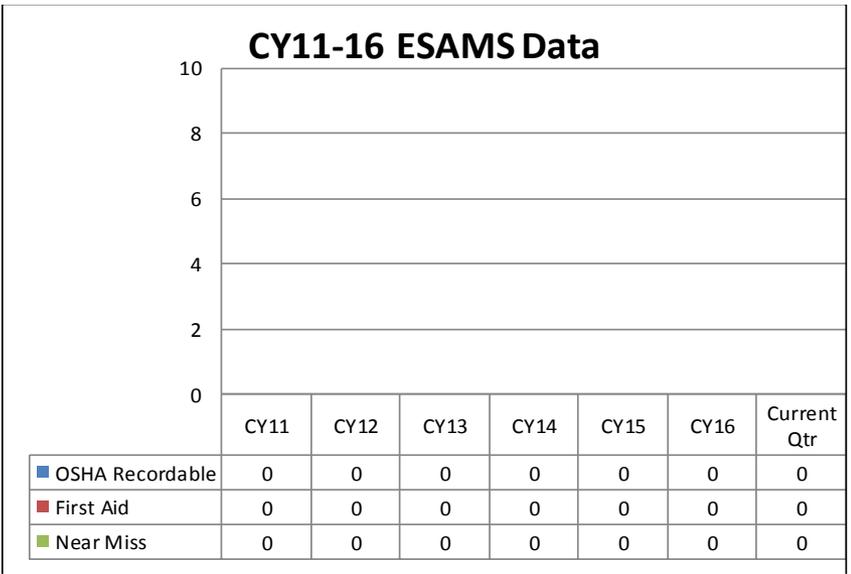
Lost time
Restrict
Other
First Aid



# MCLB Albany Headquarters and Staff



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	0			0			0					
Rate	0.0			0.0			0.0					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					



CY16 Property Damage		
1st Qtr	None	\$0.00
2nd Qtr	None	\$0.00
3rd Qtr	None	\$0.00
4th Qtr		
<b>Total</b>	<b>None</b>	<b>\$0.00</b>

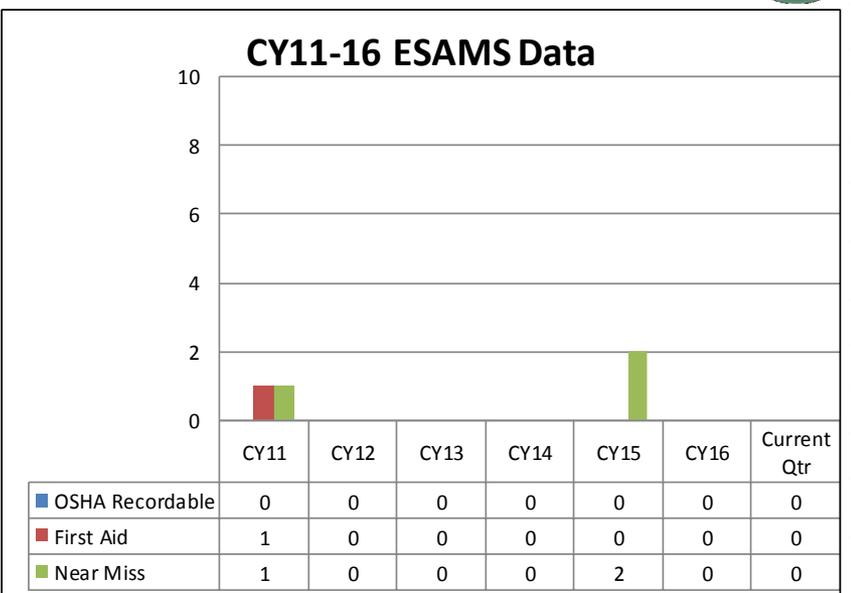
Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAHB29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
	Inventory the routine tasks and processes that require a JHA to ensure the JHA's on-hand are still valid. Survey new tasks and processes that require preparation of a JHA.			
Increase Electrical Panel Box Safety Awareness	Marine and Civilian Marine supervisors will ensure that their JHA-trained personnel update and refresh existing JHA's IAW BO 5100.10 for their routine tasks. Marine and Civilian Marine supervisors will also ensure that JHA's are created for new routine tasks and processes on their inventory. The intent is to have 100% JHA's with a prepared date during calendar year 2016.			
	All Marines and Civilian Marines will View the electrical panel box training briefing prepared by Risk Management Office as part of the 101 Critical Days of Summer Safety stand down.			
	Divisions will validate the Public Works Office inventory of electrical panel boxes in facilities occupied by the installation command for location and type of service. The inventory will include a confirmation that access (30" clearance) is maintained for each electrical panel box.			
	Risk Management will coordinate with Public Works to assign and prepare the appropriate arc flash and shock hazard warning labels for each electrical panel box.			
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Inspection Results	
Apr 2016	92%

# Operations and Training Division



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	0			0			0					
Rate	0.0			0.0			0.0					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					



CY16 Property Damage		
1 <sup>st</sup> Qtr	None	\$0.00
2 <sup>nd</sup> Qtr	None	\$0.00
3 <sup>rd</sup> Qtr	None	\$0.00
4 <sup>th</sup> Qtr		
<b>Total</b>	<b>None</b>	<b>\$0.00</b>

Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
<b>Refresh Job Hazard Analysis</b>	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
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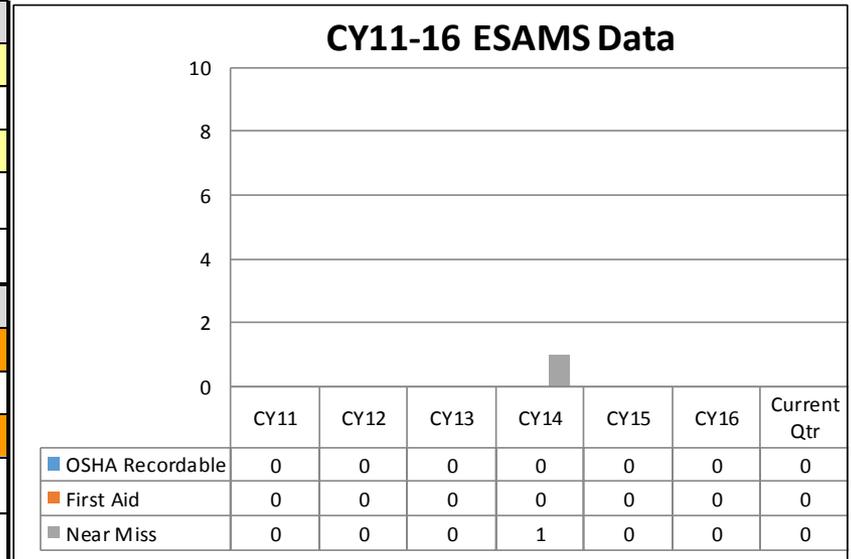
Inspection Results	
<b>Apr 2016</b>	<b>98%</b>



# Manpower



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	0			0			0					
Rate	0.0			0.0			0.0					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					



CY16 Property Damage		
1st Qtr	None	\$0.00
2nd Qtr	None	\$0.00
3rd Qtr	None	\$0.00
<b>Total</b>	<b>None</b>	<b>\$0.00</b>

Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
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Inspection Results	
Sep 2016	100%

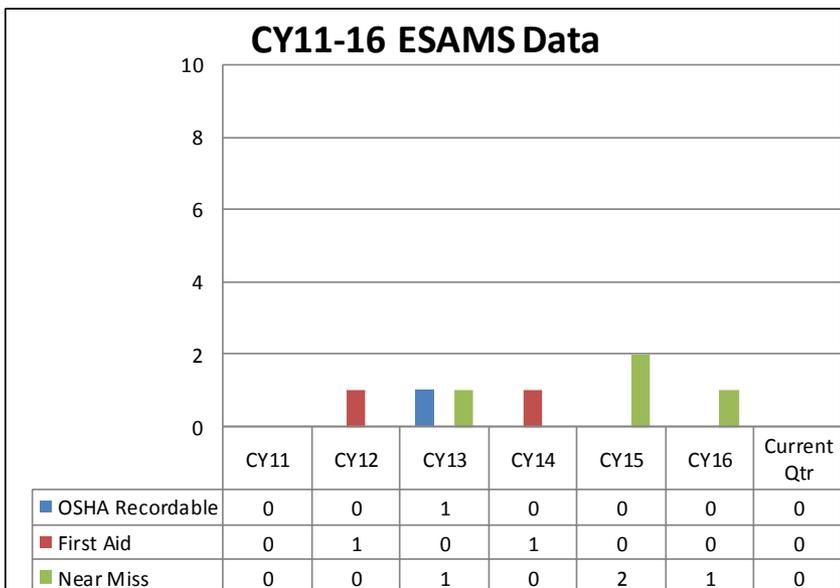


# Office of the Comptroller



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	0			0			0					
Rate	0.0			0.0			0.0					

CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					



CY16 Property Damage		
1 <sup>st</sup> Qtr	None	\$0.00
2 <sup>nd</sup> Qtr	None	\$0.00
3 <sup>rd</sup> Qtr	None	\$0.00
4 <sup>th</sup> Qtr		
<b>Total</b>	<b>None</b>	<b>\$0.00</b>

Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
	Inventory the routine tasks and processes that require a JHA to ensure the JHA's on-hand are still valid. Survey new tasks and processes that require preparation of a JHA.			
	Marine and Civilian Marine supervisors will ensure that their JHA-trained personnel update and refresh existing JHA's IAW BO 5100.10 for their routine tasks. Marine and Civilian Marine supervisors will also ensure that JHA's are created for new routine tasks and processes on their inventory. The intent is to have 100% JHA's with a prepared date during calendar year 2016.			
Increase Electrical Panel Box Safety Awareness	All Marines and Civilian Marines will View the electrical panel box training briefing prepared by Risk Management Office as part of the 101 Critical Days of Summer Safety stand down.			
	Divisions will validate the Public Works Office inventory of electrical panel boxes in facilities occupied by the installation command for location and type of service. The inventory will include a confirmation that access (30" clearance) is maintained for each electrical panel box.			
	Risk Management will coordinate with Public Works to assign and prepare the appropriate arc flash and shock hazard warning labels for each electrical panel box. Working with PWO and unit safety officers, Risk Management will ensure that the appropriate arc flash and shock hazard warning label is affixed to each electrical panel box identified in the division's inventory.			

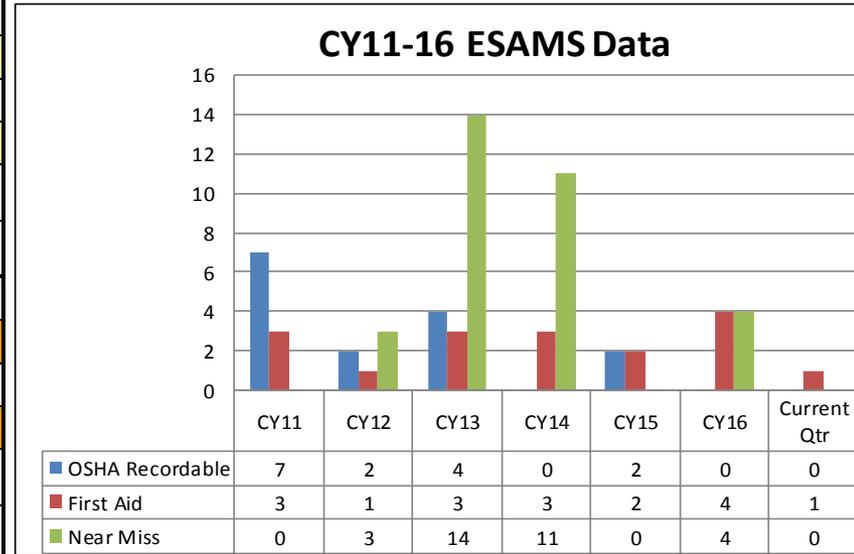
Inspection Results	
Apr 2016	100%



# Logistics Support Division



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	2	0	0	0	1	0	1	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	2			1			1					
Rate	13.3			10.0			9.1					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					



CY16 Property Damage		
1 <sup>st</sup> Qtr	None	\$0.00
2 <sup>nd</sup> Qtr	1 Property Damage	\$668.28
3 <sup>rd</sup> Qtr	None	\$0.00
4 <sup>th</sup> Qtr		
<b>Total</b>	1 Property Damage	\$668.28
Inspection Results		
<b>Jul 2016</b>	<b>98%</b>	

Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
<b>Refresh Job Hazard Analysis</b>	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
	Inventory the routine tasks and processes that require a JHA to ensure the JHA's on-hand are still valid. Survey new tasks and processes that require preparation of a JHA. Marine and Civilian Marine supervisors will ensure that their JHA-trained personnel update and refresh existing JHA's IAW BO 5100.10 for their routine tasks. Marine and Civilian Marine supervisors will also ensure that JHA's are created for new routine tasks and processes on their inventory. The intent is to have 100% JHA's with a prepared date during calendar year 2016.			
<b>Increase Electrical Panel Box Safety Awareness</b>	All Marines and Civilian Marines will View the electrical panel box training briefing prepared by Risk Management Office as part of the 101 Critical Days of Summer Safety stand down.			
	Divisions will validate the Public Works Office inventory of electrical panel boxes in facilities occupied by the installation command for location and type of service. The inventory will include a confirmation that access (30" clearance) is maintained for each electrical panel box. Risk Management will coordinate with Public Works to assign and prepare the appropriate arc flash and shock hazard warning labels for each electrical panel box.			
	Working with PWO and unit safety officers, Risk Management will ensure that the appropriate arc flash and shock hazard warning label is affixed to each electrical panel box identified in the division's inventory.			

# Communications and Information Systems Division (CISD)



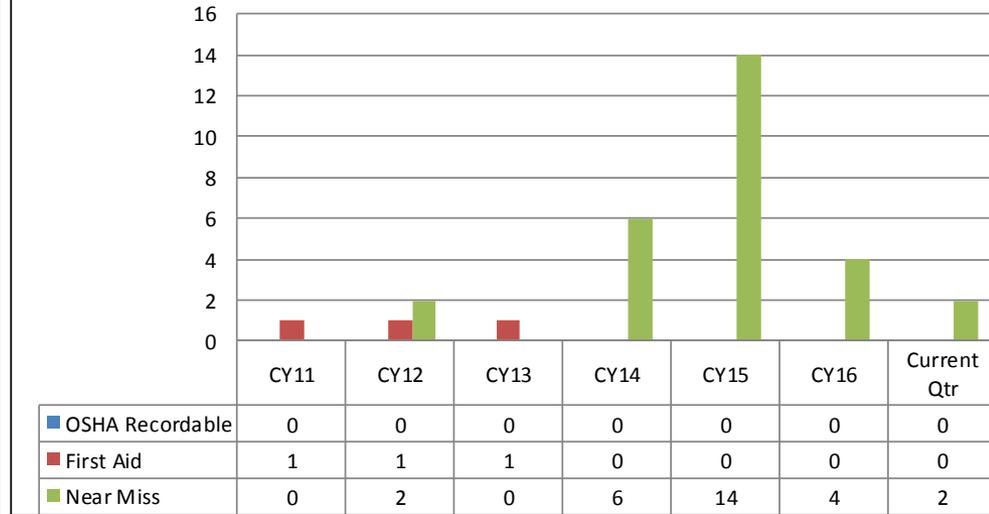
## CY16 Total Injuries/Illnesses

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
0	0	0	0	0	0	0	0	0			
1st QTR			2nd QTR			3rd QTR			4th QTR		
0			0			0					
0.0			0.0			0.0					

## CY16 Lost Time Injuries/Illnesses

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
0	0	0	0	0	0	0	0	0			
1st QTR			2nd QTR			3rd QTR			4th QTR		
0			0			0					
0.0			0.0			0.0					

## CY11-16 ESAMS Data



## CY16 Property Damage

1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
None	None	None		None
\$0.00	\$0.00	\$0.00		\$0.00

## Progress toward CY16 Command Safety Goals

Goal	Objective	Objective	Goal
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAAHB29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.		
	Inventory the routine tasks and processes that require a JHA to ensure the JHA's on-hand are still valid. Survey new tasks and processes that require preparation of a JHA.		
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	Working with PWO and unit safety officers, Risk Management will ensure that the appropriate arc flash and shock hazard warning label is affixed to each electrical panel box identified in the division's inventory.		

## Inspection Results

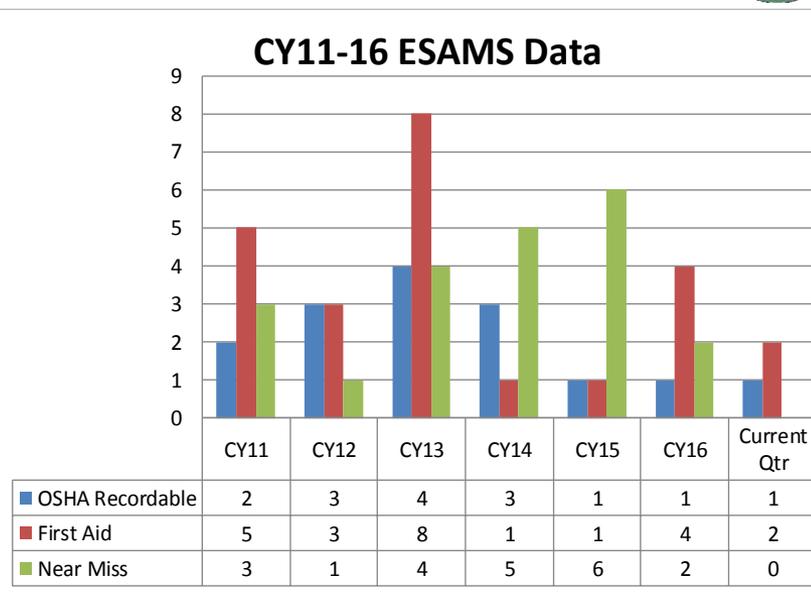
Oct 2016 **97%**



# Installation & Environment Division



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	2	0	0	1	0	2			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	0			2			3					
Rate	0.0			3.0			5.1					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					



CY16 Property Damage		
1 <sup>st</sup> Qtr	3 Property Damages	\$517.00
2 <sup>nd</sup> Qtr	2 Property Damages	\$2,904.00
3 <sup>rd</sup> Qtr	1. Truck backed into Fire Hydrant	\$1,396.00
	2. Tailgate damage when load was lost.	\$887.00
4 <sup>th</sup> Qtr		
<b>Total</b>	<b>7 Property Damages</b>	<b>\$5704.00</b>

Inspection Results	
May 2016	99%

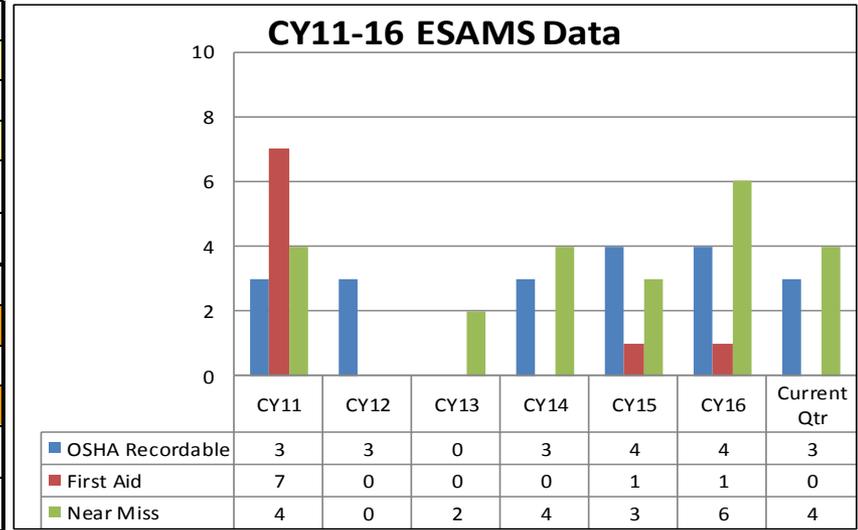
Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
	Inventory the routine tasks and processes that require a JHA to ensure the JHA's on-hand are still valid. Survey new tasks and processes that require preparation of a JHA. Marine and Civilian Marine supervisors will ensure that their JHA-trained personnel update and refresh existing JHA's IAW BO 5100.10 for their routine tasks. Marine and Civilian Marine supervisors will also ensure that JHA's are created for new routine tasks and processes on their inventory. The intent is to have 100% JHA's with a prepared date during calendar year 2016.			
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# Public Safety Division



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	1	0	0	1	1	2	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	1			1			3					
Rate	3.8			3.7			6.1					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	1	0	1	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			1			1					
Lost Time Rate	0.0			1.9			2.4					



CY16 Property Damage		
1st Qtr	4 property damages.	\$3,358
2nd Qtr	2 property damages	\$1,265
3rd Qtr	Employee was pulled into a 36" fan by K9 witch damaged the fan.	\$600
	Damage to rear passenger truck door.	\$637
4th Qtr		
<b>Total</b>	<b>8 Property Damages</b>	<b>\$5,860</b>
Inspection Results		
<b>Jul 2016</b>	<b>90%</b>	

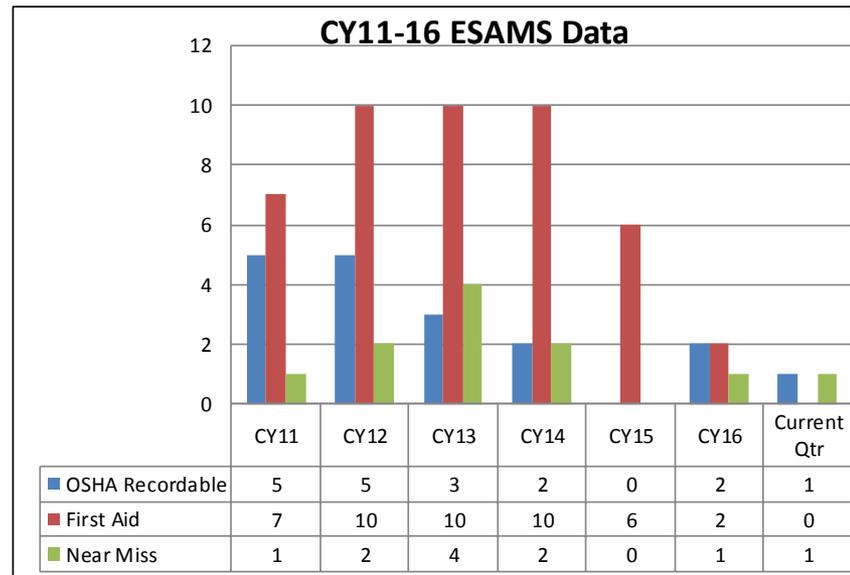
Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Goal	
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAAHB29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
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# Marine Corps Community Services



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	1	2	0	0	0	0	1	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	3			0			1					
Rate	6.9			3.4			3.3					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					



CY16 Property Damage		
1 <sup>st</sup> Qtr	None	\$0.00
2 <sup>nd</sup> Qtr	None	\$0.00
3 <sup>rd</sup> Qtr	None	\$0.00
4 <sup>th</sup> Qtr		
<b>Total</b>	<b>None</b>	<b>\$0.00</b>

Progress toward CY16 Command Safety Goals				
Goal	Objective	Objective	Objective	Goal
Refresh Job Hazard Analysis	90% of Marines and Civilian Marines will complete JHA on-line training using either ESAMS course: <i>Job Hazard Analysis (326)</i> or MarineNet course: <i>Job Hazard Analysis (ESHAH29)</i> . Employees who do not have MCEN-N accessibility may view the JHA training video from the Risk Management video library. Contractors are also invited to view the JHA training video.			
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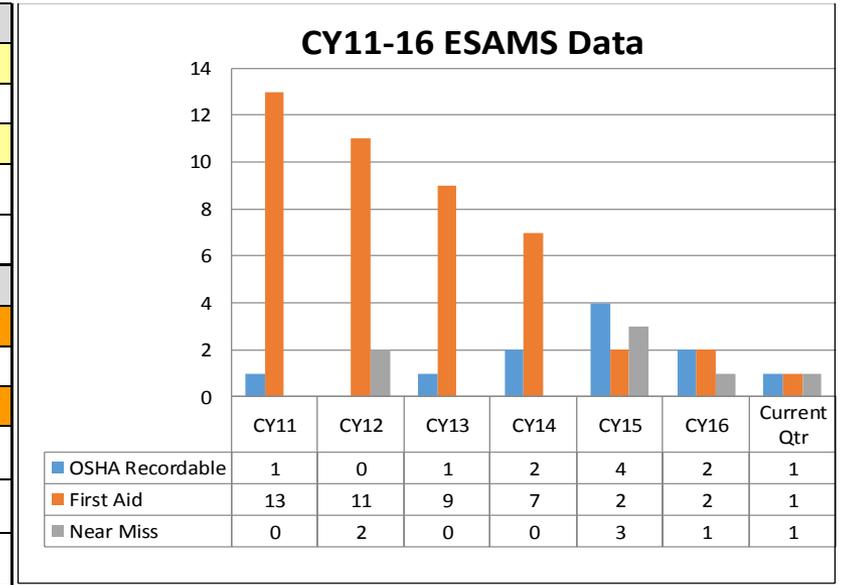
Inspection Results	
Sep 2016	98%



# DLA Distribution Albany Georgia



CY16 Total Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	1	1	0	0	0	0	0	2	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Injuries	2			0			2					
Rate	7.2			3.6			4.9					
CY16 Lost Time Injuries/Illnesses												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Injuries	0	0	0	0	0	0	0	0	0			
	1st QTR			2nd QTR			3rd QTR			4th QTR		
Lost Time Injuries	0			0			0					
Lost Time Rate	0.0			0.0			0.0					
Lost Day Rate	0.0			0.0			0.0					



CY16 Property Damage		
1st Qtr	1 Property Damage	\$1357.70
2nd Qtr	1 Property Damage	\$500.00
3rd Qtr.	Forklift ran over circuit card	\$5000.00
	Truck struck loading dock, fender damage	
	MHE hit storage rack.	
4th Qtr.		\$0.00
<b>Total</b>	<b>5 Property Damages</b>	<b>\$6857.70</b>

**Most Recent Inspection**  
**June 2016**

## Successes, Initiatives, and Concerns

1. We conducted our monthly safety briefs for July, August, and September discussing PPE, Lessons learned from fire hazard on Hyster model forklifts, and Lessons learned from a Class B Mobile Ladder incident at two other DLA Depots.
2. Conducted Safety inspection on all Hyster model forklifts to identify metal clamps that hold transmission line to eliminate potential fire hazards.



# GOV Fleet Safety

***Kelly Eadie***  
***Logistics Support Division Director***

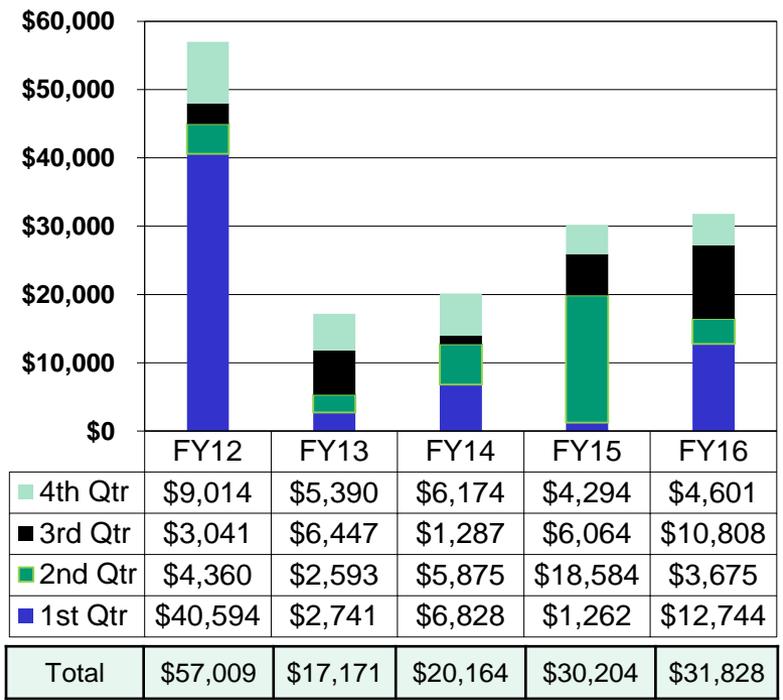


# GOV Fleet Safety

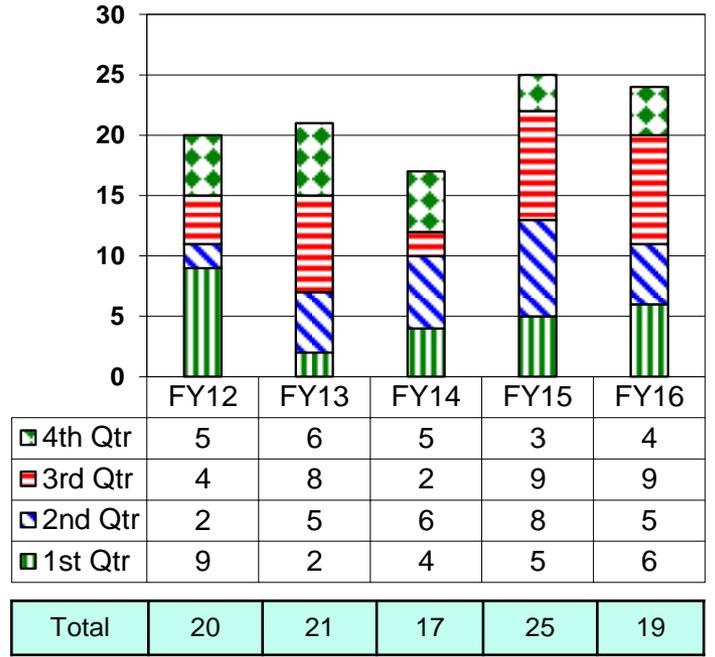
## Cost of Repairs – GOV Mishaps



### Cost of Repairs



### Number of Repairs



Total	
<b>FY12</b>	<b>\$57,009</b>
<b>FY13</b>	<b>\$17,171</b>
<b>FY14</b>	<b>\$20,164</b>
<b>FY15</b>	<b>\$30,204</b>
<b>FY16</b>	<b>\$31,828</b>



# GOV and Real Property Damage Cases

## 4<sup>th</sup> Qtr FY16



Quarter	Date	Narrative	Cost
1 <sup>st</sup> Qtr		6 Property Damages	\$12,744
2 <sup>nd</sup> Qtr		7 Property Damages	\$3,675 \$20,000
3 <sup>rd</sup> Qtr		7 Property Damage	\$10,808 \$20,000
4 <sup>th</sup> Qtr	6 July 16	I&E, Backed pickup into fire hydrant, rear bumper	\$1,396
	25 Jul 16	I&E, welder slid out of pickup, damaged tailgate	\$887
	17 Aug 16	FSD, unknown circumstances, rear bumper	\$1,681
	Unknown date	MCPD, Unknown circumstances, K9 vehicle rear passenger door	\$637
<b>Qtr Total</b>			<b>\$4,601</b>
<b>Total</b>			<b>\$31,828</b>

Total reimbursable: \$40,000.00

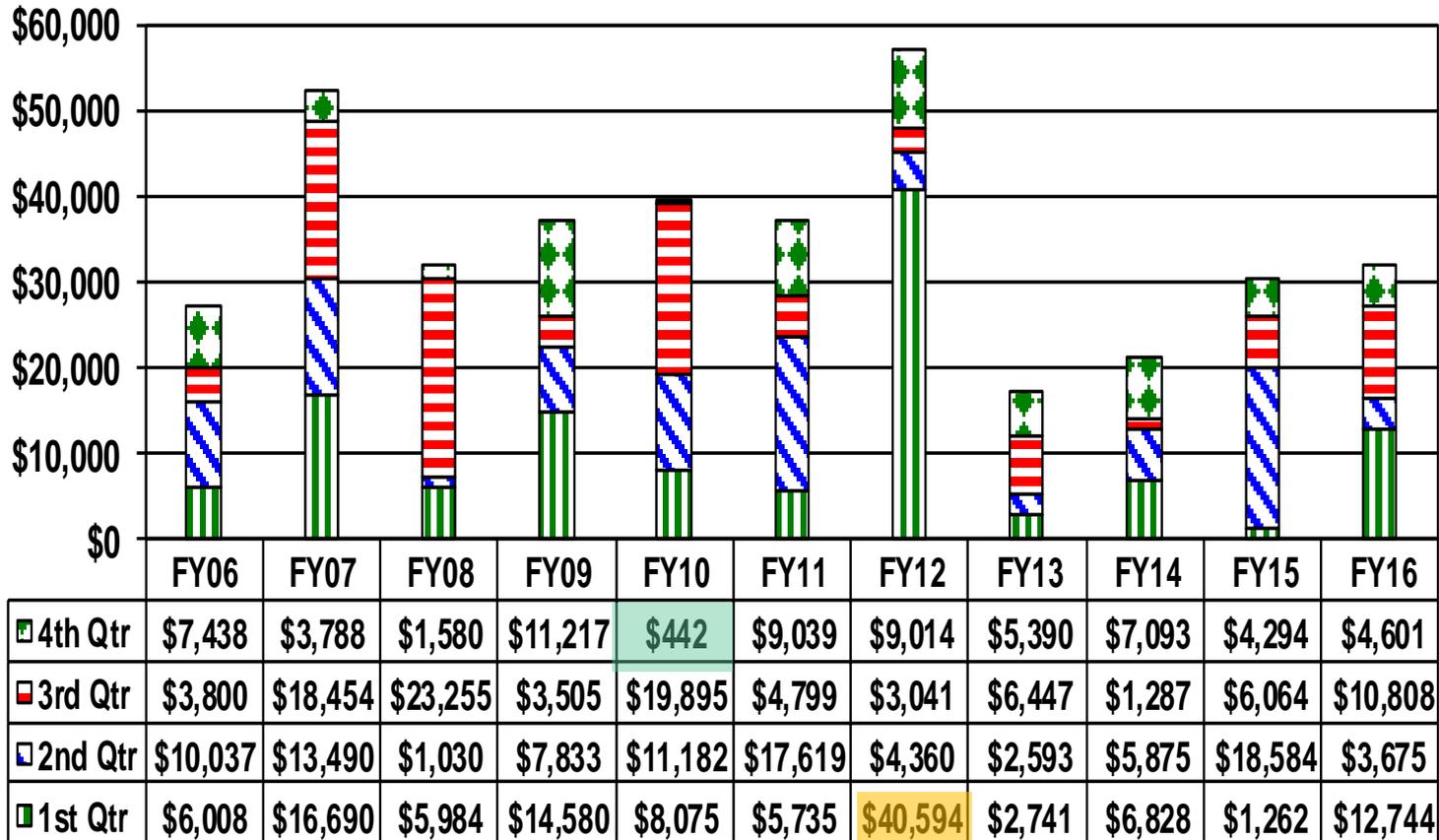
No injuries to any of the involved personnel were reported



# GOV Damage

## Cost of Repair Comparison Chart

FY06-FY16





# Motor Vehicle Damages



Welder slid out of pickup  
I&E: \$887



# Motor Vehicle Damages



Driver backed into a fire hydrant at Bldg 5305  
I&E: \$1,396



# Motor Vehicle Damages



Unknown circumstances  
Rear passenger door damage  
PSD K9: \$637



# MCLB Fire & Emergency Services

## 4th QTR FY16



*Phil Partin*

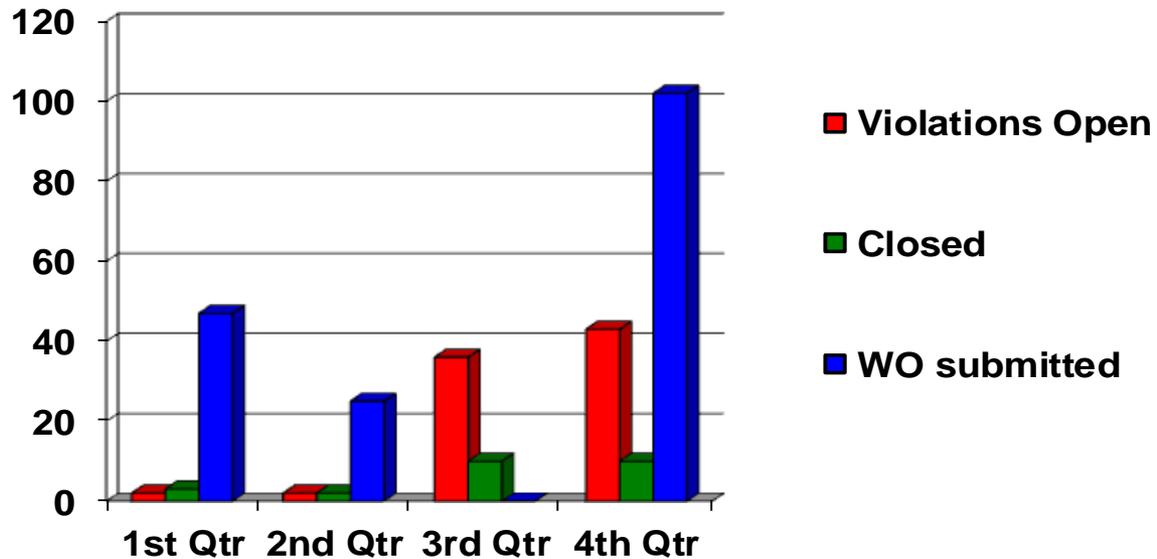
*MCLBA Fire Chief*



# MCLB Fire Department Activity



Prevention Section		
FY-2016	Total 4th QTR	YTD
Inspections	162	553
Violations Open	43	83
Violations Closed	10	25
Work Orders Submitted	30	102

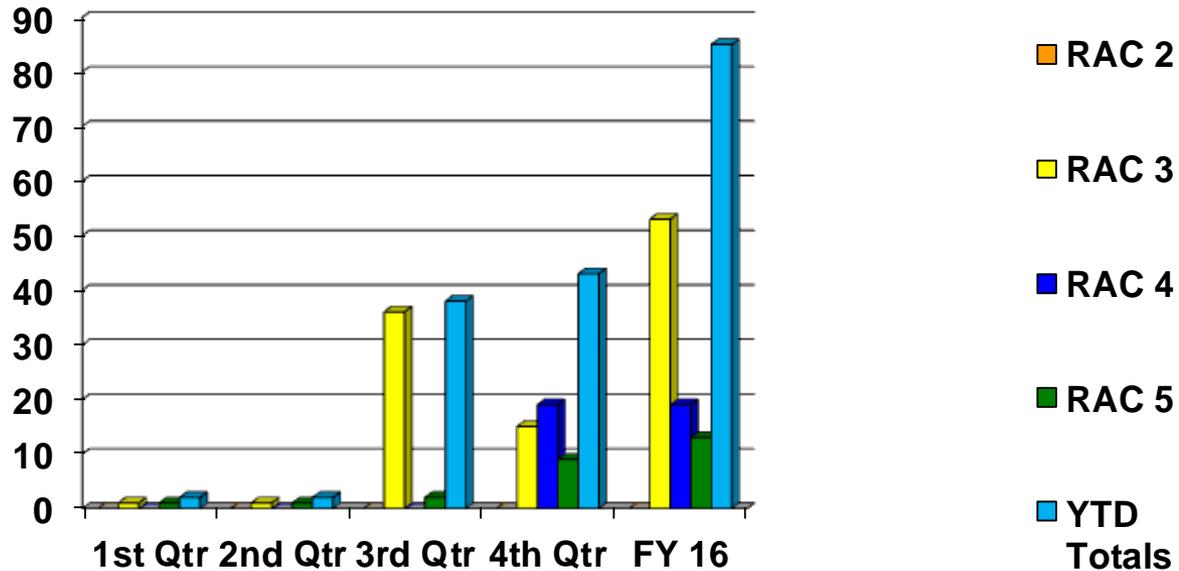




# MCLB Fire Department Activity

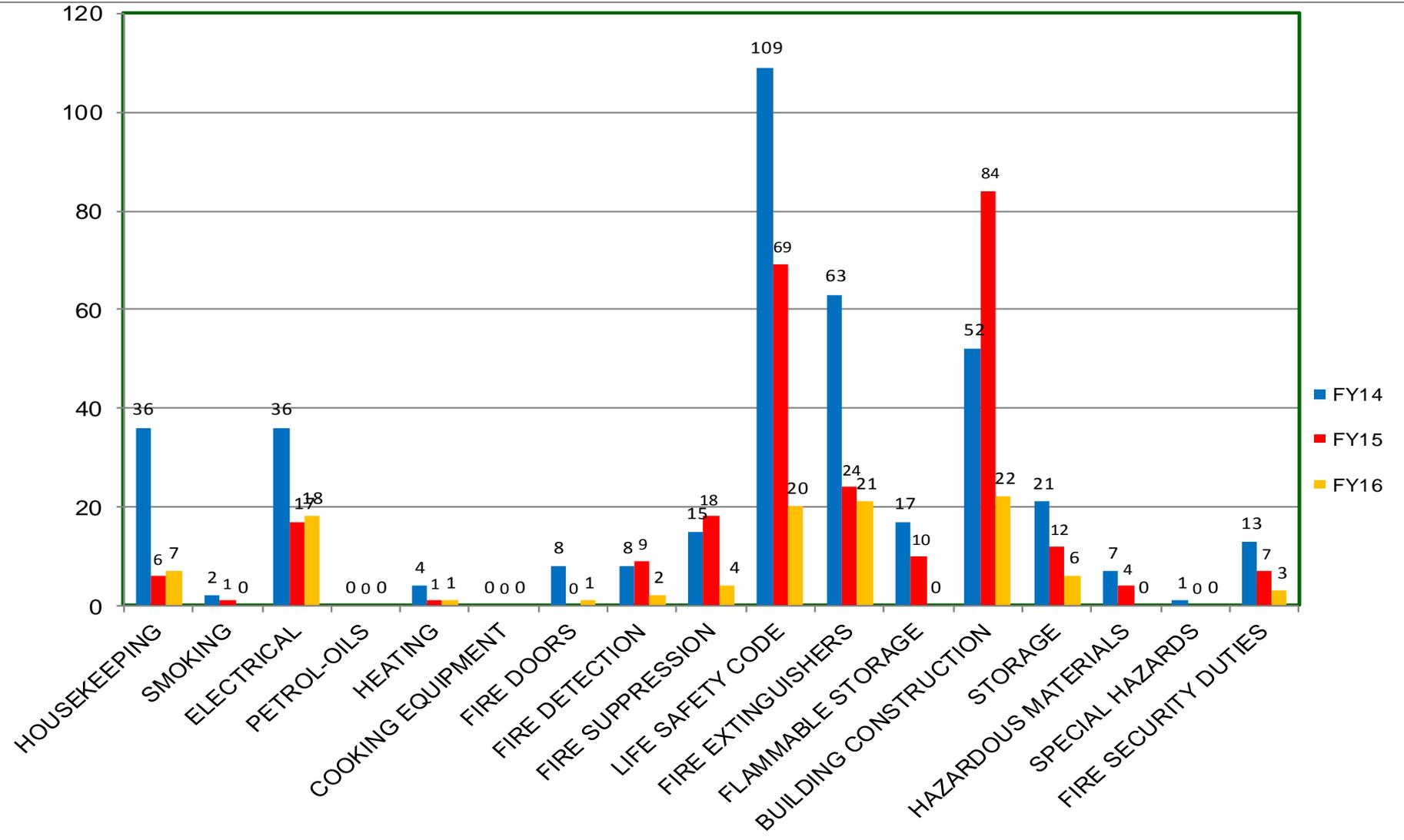


Prevention Section		
Open RAC Violations by Group YTD		
Risk Assessment Value	Violations	Percentages
RAC 1	0	0%
RAC 2	0	0%
RAC 3	15	34.9%
RAC 4	19	44.1%
RAC 5	9	21%





# MCLB Fire & Emergency Services RAC TRENDS





# Marine Corps Police Department

## Traffic Safety

### 3<sup>rd</sup> Qtr CY16



***Randy Jack***  
***MCLBA Police Chief***



# Traffic Safety

## 3rd Qtr, CY16

### Reported Traffic Collisions

#### GOV

VEHICLE TYPE	Quarter	YTD
GOV - GOV	0	0
GOV - POV	0	1
GOV - Fixed Object	5	9
GOV - Animal	0	0
GOV - Pedestrian	0	0
GOV - Bicycle	0	0
GOV - Rollover	0	0
Hit & Run (GOV)	0	0
<b>Total</b>	<b>5</b>	<b>10</b>

#### POV

VEHICLE TYPE	Quarter	YTD
POV - POV	6	12
POV - GOV	0	0
POV - Fixed Object	1	6
POV - Animal	0	4
Hit & Run (POV)	0	1
POV - Bicycle	0	0
POV - Rollover	0	1
Motorcycle	0	0
<b>Total</b>	<b>7</b>	<b>24</b>

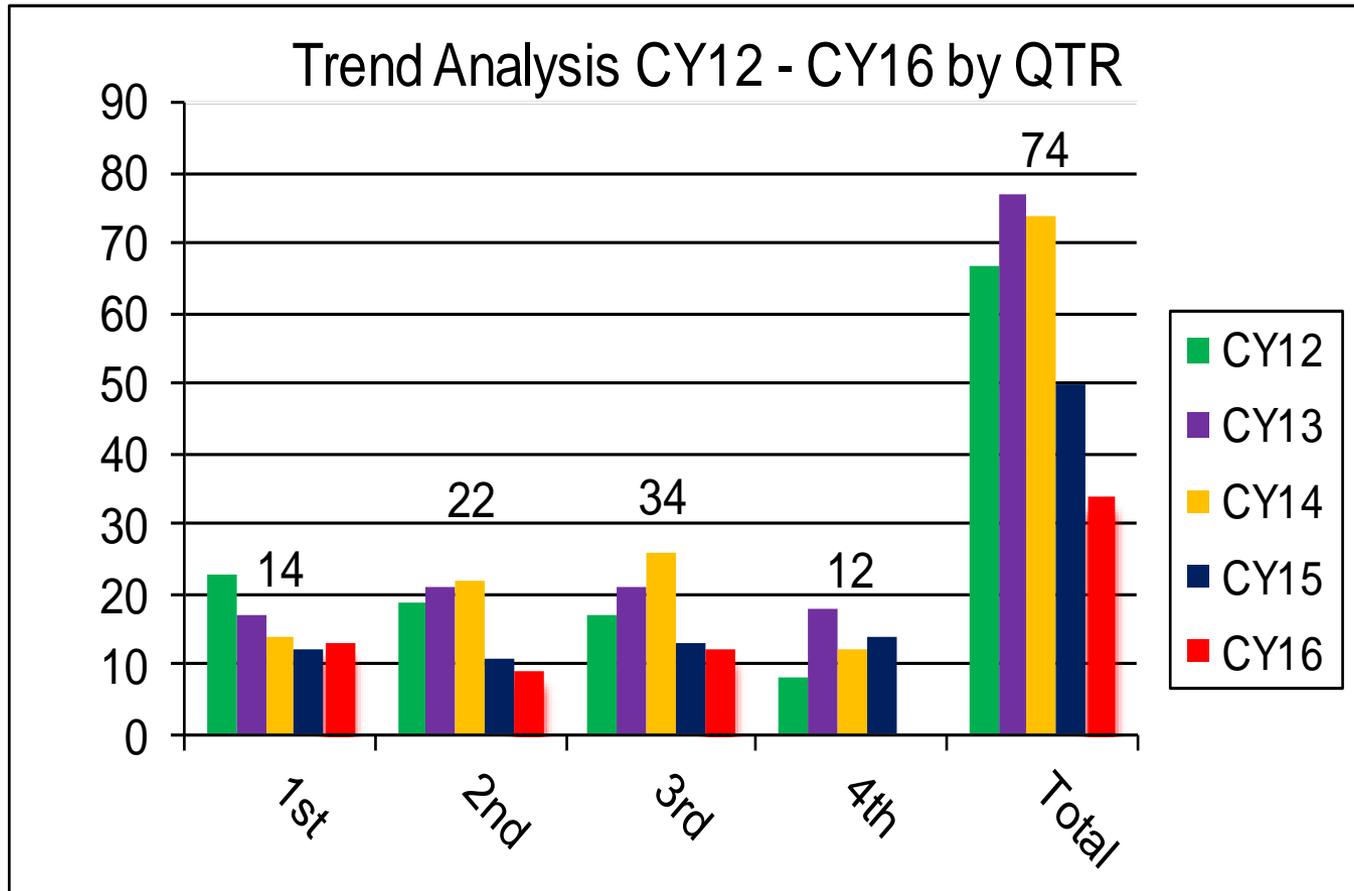
**Traffic Collisions for 3<sup>rd</sup> Qtr CY16 = 12**



# Traffic Safety

3rd Qtr, CY16

## Traffic Collision Comparison by CY Quarters





# Traffic Safety

3rd Qtr, CY16

## Traffic Summary



- **MCLB TRAFFIC SAFETY INITIATIVES**

- *Use caution in all road areas aboard MCLB due to vehicle crashes with traveling wildlife and wet weather conditions that causes slippery roadways.*
- *MCPD is currently engaging in traffic campaigns that are geared towards awareness to drivers to operate their vehicles in a safe and orderly fashion aboard Marine Corps Logistics Base, Albany in an effort to decrease and eliminate crashes and injuries to visitors and employees at MCLB.*
- *MCPD is actively involved in enforcing all driving regulations according to BO5560.9D in an effort to reduce driving Mishaps aboard MCLB.*





# Safety Initiative

## 360° Walk Around Campaign



**Who:** All MCLB Albany Civilian Marines, Marines, Contractors and GOV Operators

**What:** 360° Walk Around Campaign

**Where:** Place a *walk-around* sticker in a highly visible location on the vehicle.

**Why:** To remind you to completely walk around the vehicle to check for hazards before you get in and start the vehicle.

**How:** Walk around the vehicle before entering it, observing any obstructions or any other potential hazards.



# Reasonable Accommodation

Equal Employment Opportunity Division  
Deputy EEO Officer/Manager Wil Santiago  
Equal Employment Specialist Angelo Knox  
639-5275



# Reasonable Accommodation

- Reasonable Accommodation (RA):
  - Any modification or adjustment to a job, employment practice, or work environment that makes it possible for a qualified individual with a disability to have equal rights and privileges in employment.
  - Examples include but are not limited to: making existing facilities accessible, modifying work schedules, altering equipment, providing qualified interpreters.
  - **CASE BY CASE BASIS** – like snowflakes, no two accommodations are the same!
- **NOTE:** Accommodation does not have to be of the employee's choosing as long as it allows the employee to perform the essential functions of their position.



# Reasonable Accommodation

- RA Request
  - Request can be done verbally or in writing
    - If a verbal request, must be subsequently documented in writing, signed and dated
  - Start processing immediately
- After a request is received
  - If by a supervisor, they should contact the RA POC
  - If straight to the RA POC, they will contact the supervisor



# Reasonable Accommodation



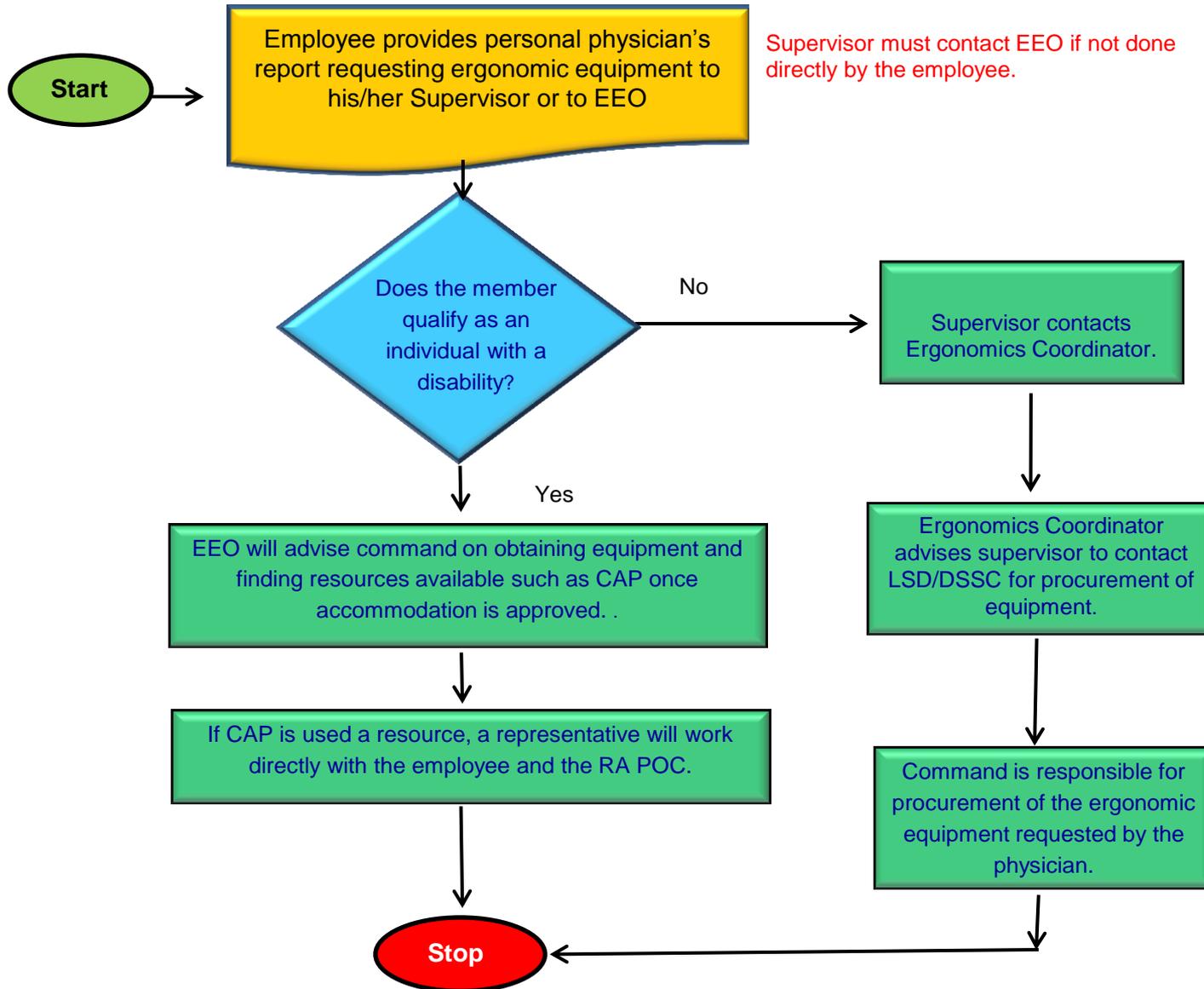
Equal Employment Opportunity Division  
Deputy EEO Officer/Manager Wil Santiago  
Equal Employment Specialist Angelo Knox  
639-5275



# Reasonable Accommodation



## PROCESS FLOW CHART FOR ERGONOMIC EQUIPMENT ACCOMMODATIONS





# Ergonomics



## ERGONOMICS PROGRAM INTERVENTION

MCLBAO 6260.4A Ergonomics Program

Donna Chalmers

Ergonomics Program Coordinator

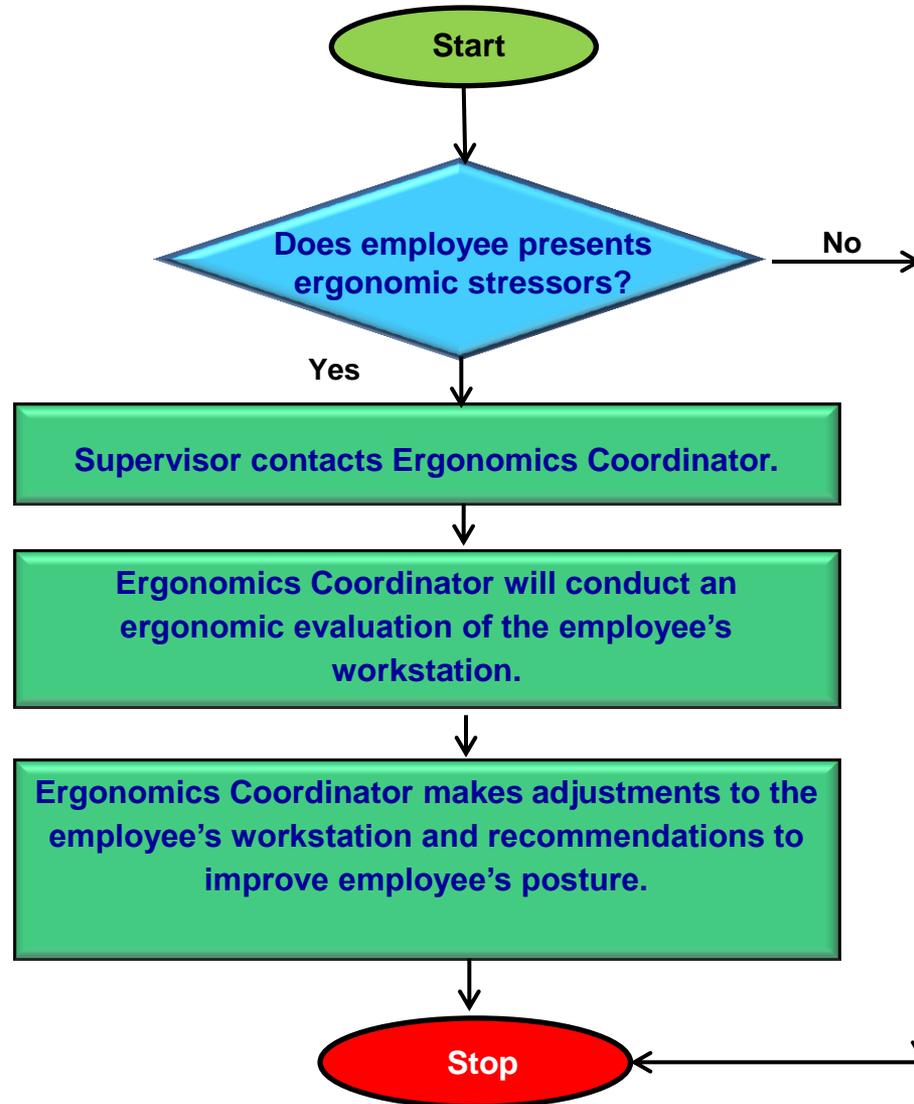
639-6215



# Ergonomics



## PROCESS FLOW CHART FOR ERGONOMICS PROGRAM INTERVENTION





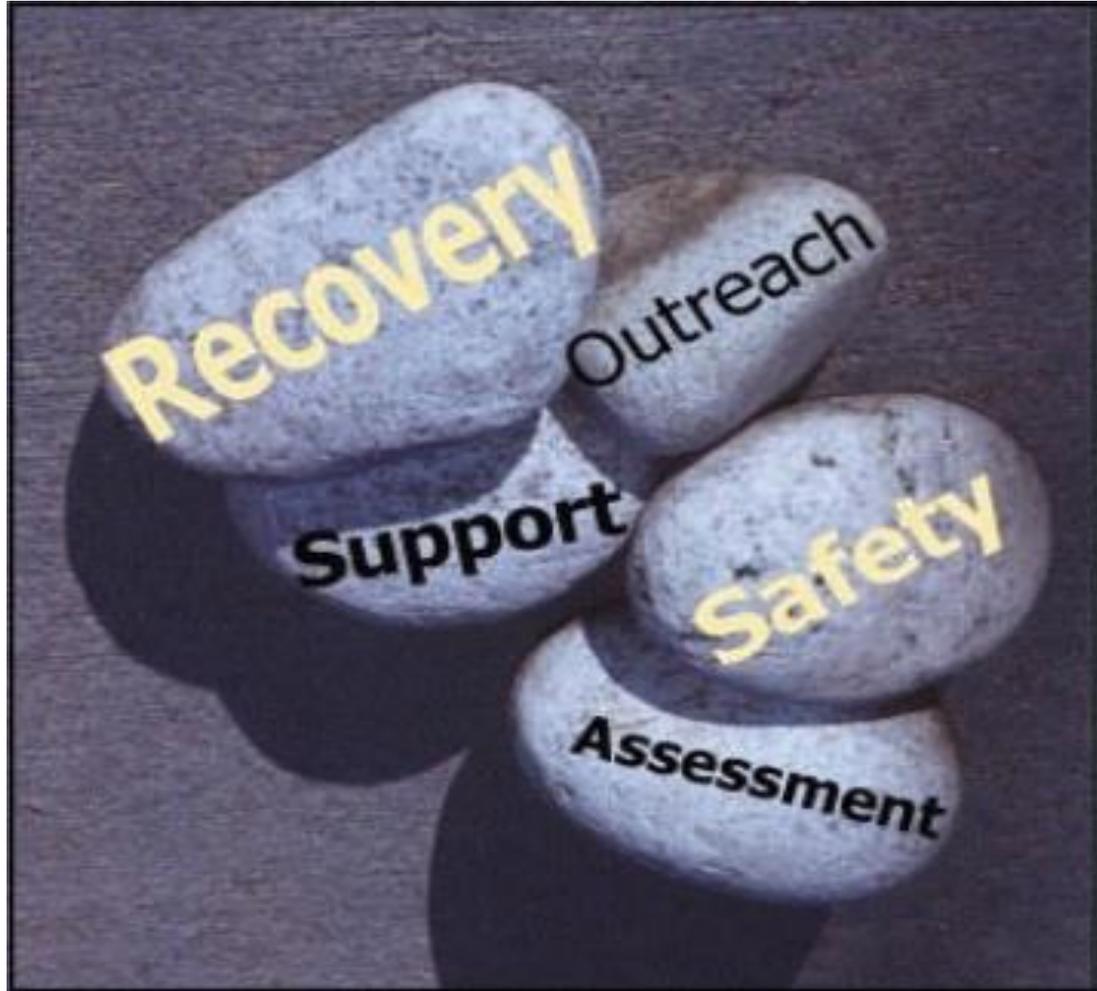
# Ergonomics

## Computer/Electronics Accommodation Program VS The Ergonomics Program

<b>Ergonomics Program</b>	<b>Computer/Electronics Accommodation Program</b>
Prevention of injuries, illnesses, and provide relief of ergonomic stressors	Accommodations made for disabilities
Ergonomic evaluations of workstations based on employee complaints and reported stressors	Evaluation of workstation conducted based on physician's report
Physician's report not required	Physician's report required
Equipment procured at DSSC	Equipment provided by CAP
Command is responsible for cost of equipment	CAP or Command is responsible for cost of equipment
Implement control measures to reduce employee exposures to ergonomic hazards	
Ergonomic awareness training required for employees and supervisors	



# Substance Abuse Control Officer (SACO)



SSgt Curtis  
anthony.curtis@usmc.mil  
(229) 639-5570



# Substance Abuse Program Information



## ALCOHOL /URINALYSIS SCREENING PROGRAM FY16 4th QUARTER TESTING RESULTS

0 = Alcohol Related Incidents (ARI) for 4th Qtr

0 = Drug Related Incidents (DRI) for 4th Qtr

0 = Tested "Positive" of .02 or above for  
Breathalyzer Screening



# Substance Abuse Program Information



## ALCOHOL /URINALYSIS SCREENING PROGRAM FY16 4th QUARTER TESTING RESULTS

### JULY

- 11 MARINES REPORTED FOR BREATHALYZER/URINALYSIS SCREENING
- 11 MARINES WERE TESTED
- 0 TESTED POSITIVE

### AUGUST

- 10 MARINES REPORTED FOR BREATHALYZER/URINALYSIS SCREENING
- 10 MARINES WERE TESTED
- 0 TESTED POSITIVE

### SEPTEMBER

- 9 MARINES REPORTED FOR BREATHALYZER/URINALYSIS SCREENING
- 9 MARINES WERE TESTED
- 0 TESTED POSITIVE



# Hearing Conservation Program



Stacey Williams  
Safety Specialist/Program Manager  
639-7049

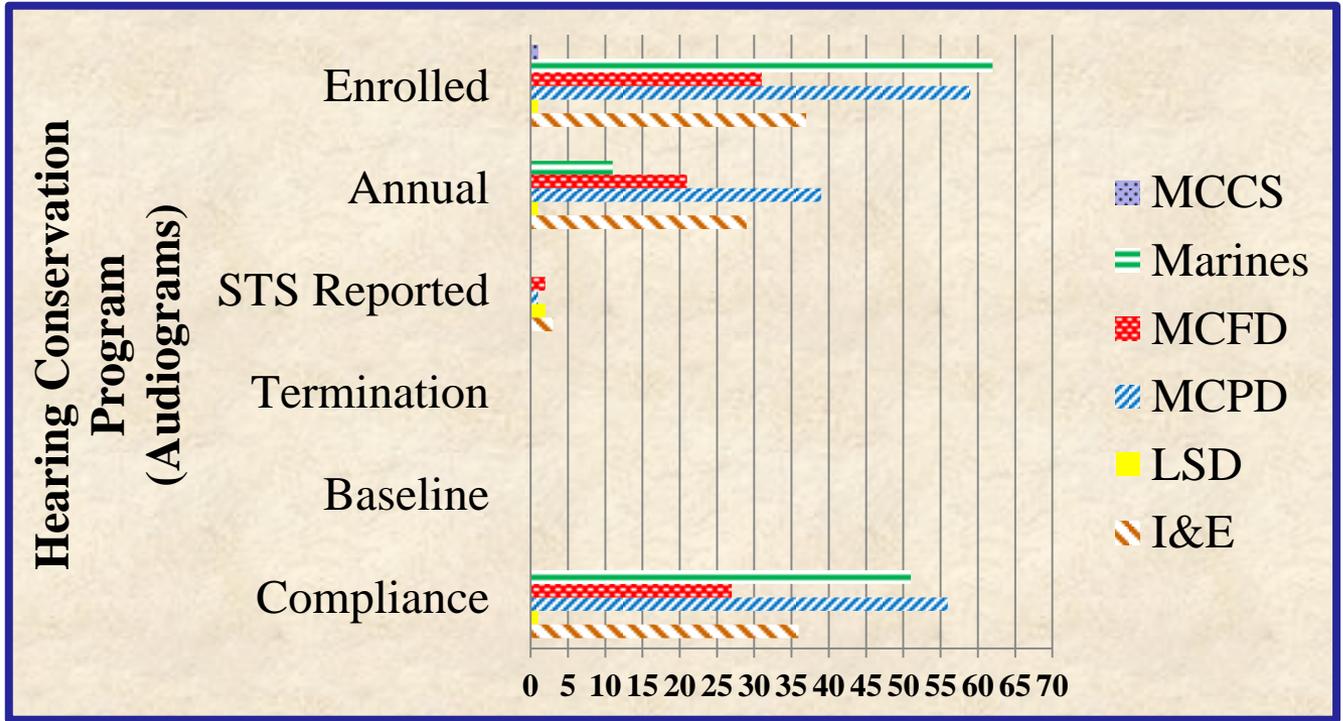


# MCLBA ESAMS

## Hearing Readiness Metrics CY16

Reference: **MCO 6260.3**, Marine Corps Hearing Conservation Program

1. Training requirements
2. Audiogram (Baseline, Annual, and Termination)
3. STS/PTS
4. Fit Testing
5. Identifying noise hazardous area and equipment
6. Best way to manage the program is by using ESAMS



	Marines	MCFD	MCPD	LSD	I&E	MCCS	Total
Enrolled	59	31	59	1	37	1	129
Compliance	6	27	56	1	36	0	120
STS Reported	0	2	1	2	3	0	8
AC Rate	10.2%	87.1%	94.9%	100.0%	97.3%	0.0%	93.0%
STS Rate Reported	0.0%	6.5%	1.7%	200.0%	8.1%	0.0%	6.2%



# Naval Branch Health Clinic



## OCCUPATIONAL HEALTH



Medical Surveillance/Hearing Conservation

Industrial Hygiene Survey Schedule

Whitney Bishop  
Head, Industrial Hygienist  
639-7846



# Naval Branch Health Clinic Medical Surveillance



- We are directed to use ESAMS:
  - BUMED ltr M4/11UM41256
  - CINC Action Directive P 031810Z Jan 07
  - Federal Register Notice Vol. 71 No. 104, Wednesday 31 May 06
  - MCICOM Policy Letter 1-16
  - GENADIM, CG MCIEAST 091556Z Aug 10 Rollout of ESAMS
  - MCLBAO P5100.1L dtd 11 Jul 16
  - MOU Between HQ, USMC and AFGE dtd 22 Jun 11
- MCLB Installation Command and tenants (USMC) use of ESAMS could improve medical surveillance management by keeping ESAMS current.



# Naval Branch Health Clinic Medical Surveillance



MCO 5100.29 OPNAVINST 5100.19  
OPNAVINST 5100.23

SUPERVISOR'S MEDICAL SURVEILLANCE AND CERTIFICATION EXAM REFERRAL					
FOR OFFICIAL USE ONLY (WHEN FILLED)					
<input type="checkbox"/> USN		<input type="checkbox"/> USMC			
NOTE: Blocks 1-4 are to be filled out by the Command, except where noted, prior to the worker's arrival at the supporting medical facility. See the form instructions for additional guidance.					
BLOCK 1 - EMPLOYEE INFORMATION					
1. Last Name:		2. First Name:		3. DoD ID #:	4. Rank/Rate:
6. Command/Unit Name:		7. Command UIC:	8. Job Title:		
9. Dept/Div/Work Center:				10. Do you Have an Active ESAMS Profile? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure	
BLOCK 2 - COMMAND POINTS OF CONTACT					
Supervisor			Command Safety or Medical Surveillance Representative		
11. Last Name:		12. First Name:	13. Rank/Rate:	14. Last Name:	15. First Name:
17. E-Mail:		18. Telephone Number:	19. E-Mail:		20. Telephone Number:
21. Supervisor Signature			22. Date/Time of Referral (Supervisor fill in):		
BLOCK 3 - MEDICAL SURVEILLANCE PROGRAM INFORMATION <small>(Click appropriate button to add or remove exam rows)</small>					
23. Exam Type <small>(Supervisor Check One)</small>	Supervisor Select Applicable Program Number and Name <small>(If program not listed type/write in field. Reference list on last page of form)</small>	Supervisor Select Job or Duty/Task Requiring Exam	Disposition or Recommendation <small>(Filled out by Medical)</small>	Next Exam Due <small>(Filled out by Medical)</small>	
Exam # 1 <input type="checkbox"/> Baseline <input type="checkbox"/> Periodic <input type="checkbox"/> Termination			<input type="checkbox"/> Medically Qualified <input type="checkbox"/> Not Medically Qualified <input type="checkbox"/> Medically Qualified w/Limitations <sup>1</sup> <input type="checkbox"/> Other/Pending <sup>1</sup>	^ + - v	

Occupational Med is requiring that personnel reporting for an appointment have a copy of this form which will assist in the use of ESAMS.



# Naval Branch Health Clinic



## Current Evaluation of ESAMS in Regards to HCP

Division	# of personnel recommended in last IH Survey	# of personnel in Compliance/# of personnel enrolled as of 10/19/16	Compliance with ESAMS use (# enrolled/# recommended)
Total Civilian Marines	171	118/125	125/171
Total Marines	64	6/59 6/54	54/64

### In summary

Some Civilian Marine supervisors and Marine leaders are not maintaining the OMSS database in ESAMS. Specifically:

- Personnel recommended to be on the HCP are not enrolled
- Personnel who do not work in a noise-hazardous area are enrolled in the HCP
- Not updating medical surveillance exam dates
- Personnel no longer assigned to the command are still in ESAMS
- New personnel requiring HCP are not added to OMSS
- Some forklift operators are enrolled under the incorrect forklift medical surveillance code which is triggering HCP surveillance



# Naval Branch Health Clinic

## Industrial Hygiene Survey Schedule by FY17

<b>Division</b>	<b>Priority</b>	<b>Previous IH Survey Date</b>	<b>IH Survey Due Date</b>	<b>Remarks</b>
MCLBA Respiratory Protection Program Review	1	December 2015	December 2016	Due this quarter.
Marine Corps Community Services (MCCS)	2	December 2015	December 2017	
Public Safety Division (PSD)	2	February 2016	February 2018	
MCLB-HQ Support Staff (Business Performance Office, Office of the Comptroller, Civilian Personnel Branch, Operations and Training)	2	March 2016	March 2018	
MCLB-HQ (Headquarters and Support Company, Staff Judge Advocate, Operations and Training Mil Division, Adjutant (admin, installation personnel, mail service))	2	March 2016	March 2018	
Communication and Information Systems Division (CISD)	2	April 2016	April 2018	
Installation and Environment Division (I and E)	1	May 2016	May 2017	Due this year.
Logistic Support Division (LSD)	2	August 2015	August 2017	Performing survey early.



# Safety Training

**Motor Vehicle Safety Training**

**VPP 101 Training**

**OSH 10-hour General Industry Outreach Training**

**Status of Formal Safety Officer Training**



# Motor Vehicle Safety Training

William H. Womble, Jr.

MCLB Albany

*Traffic Safety Program Manager*



**Tie One On For Safety Campaign is Nov 25 - Jan 1**  
**[www.madd.org](http://www.madd.org)**

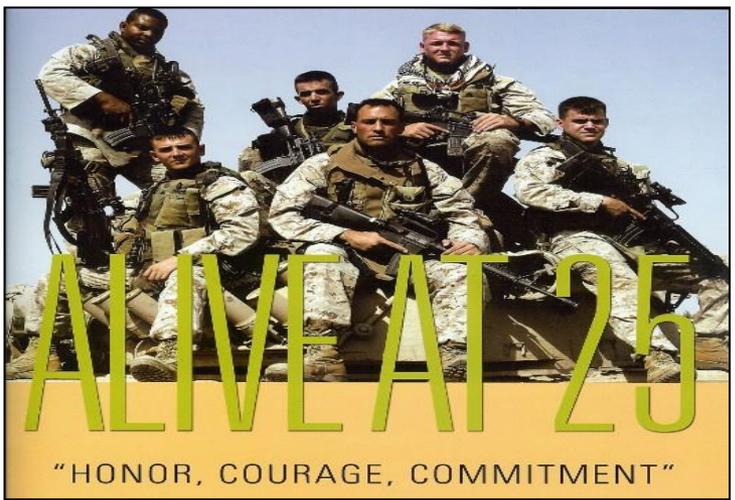


# Driver Education Program

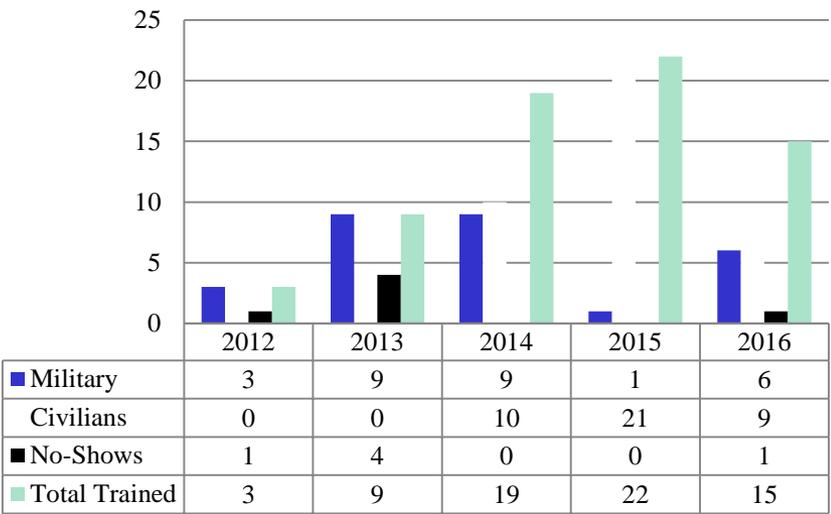


## CY16

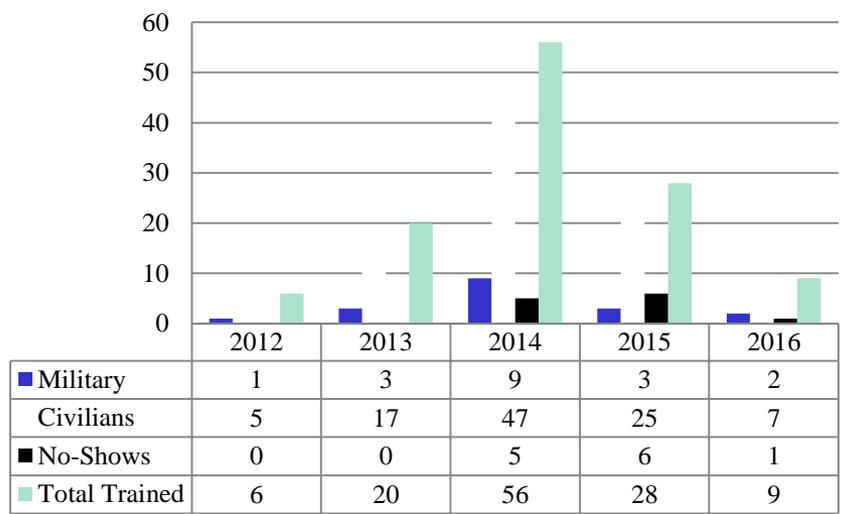
Course	Alive At 25	Attitudinal Dynamics of Driving
Hours	4 hours: 0800-1200	8 hours: 0800-1700
Required For	Marines under age 26	Drivers designated by the Base Traffic Court
Available For	Marine and Civilian Marine, family members ages 15-25	Drivers designated by the Base Traffic Court
Dress/Uniform	Marines: Uniform of the day Civilians: Business casual	Marines: Uniform of the day Civilians: Business casual
Classroom Location	HRO Classroom Bldg 3010, Room 4	HRO Classroom Bldg 3010, Room 4



### Alive@25



### ADD



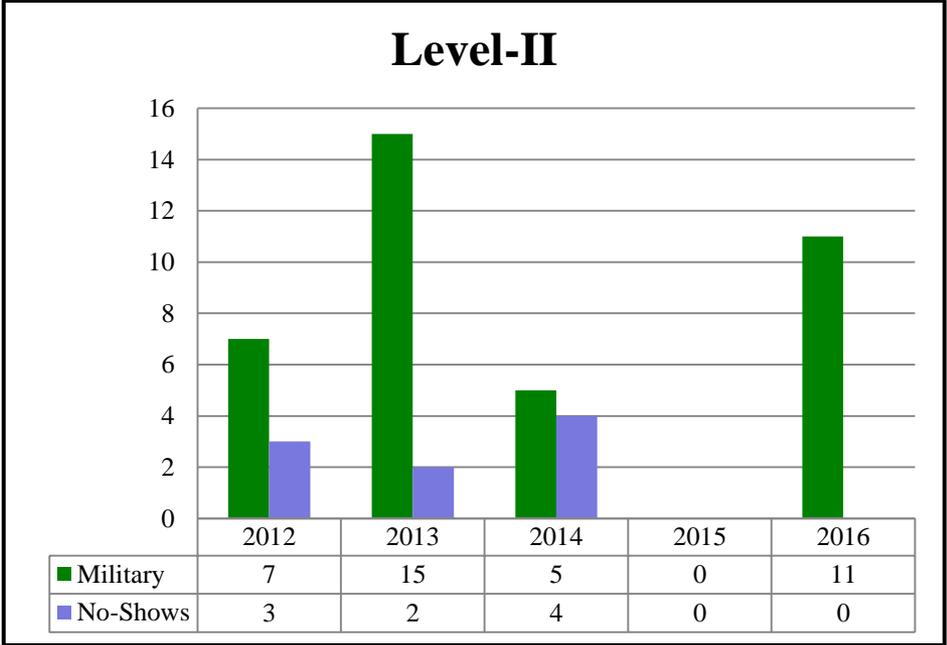
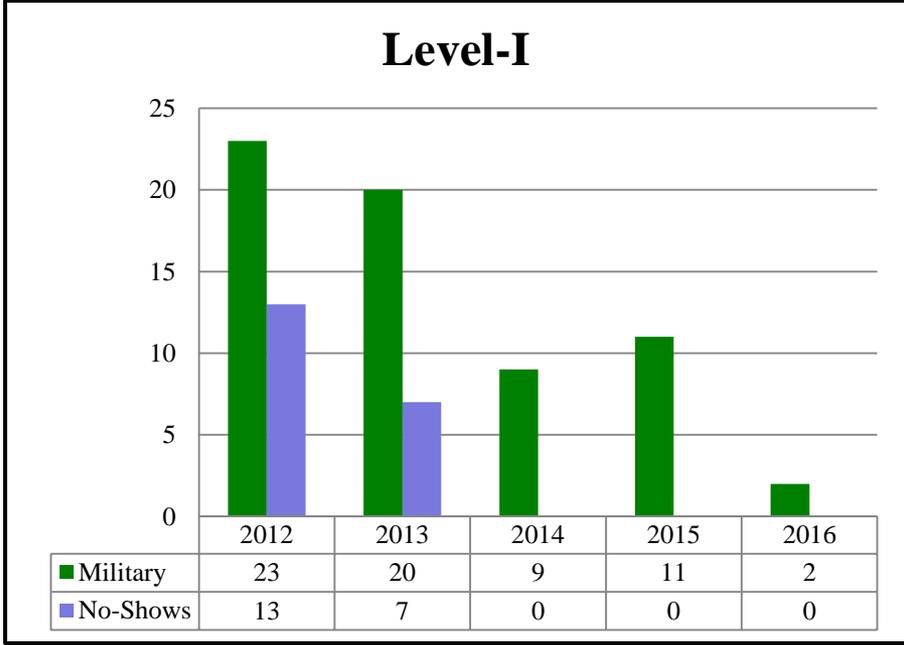
Both courses are offered the 4<sup>th</sup> Saturday of every month.  
 Contact Will Womble at Risk Management @ 639-7050 for course registration.



# Motorcycle Safety Training



CY16 Motorcycle Courses			
Course	Attended	No Shows	Remarks
Level-I (BRC)	2	0	"Heroes Ride Free" from Tifton Harley-Davidson
Level-II (BRC-2 / ARC)	11	0	Course given by Cape Fox
Level-III (Optional)	0	0	No courses available at this time

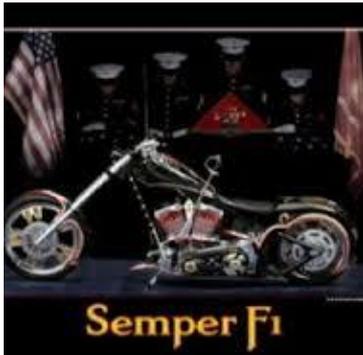




# Albany Riders Club

Rider Training Status					
Level-1 (Basic Riders Course)		Level-II (Basic Riders Course-2 Advanced Riders Course)		Level-III (Optional)	
Trained	Not Trained	Trained	Not Trained	Trained	Not Trained
11	0	9	2	0	2

- Currently have 10 active riders: (2) Untrained within 120 window awaiting course and (1) Expired.
- Required to have 2 Level-III trained riders for the Motorcycle Mentorship Program (No classes currently available).



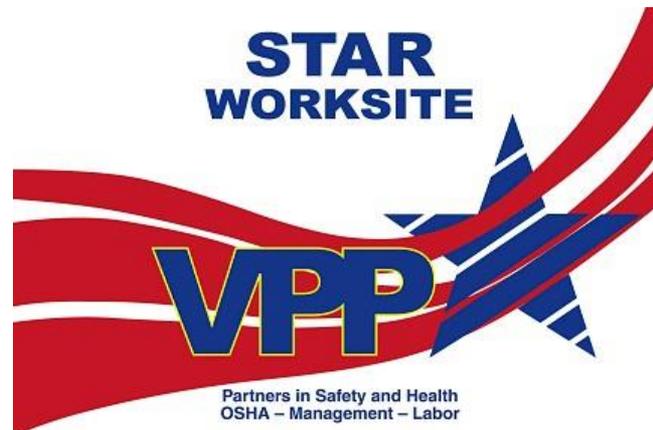


# A GREAT SAFETY TRAINING OPPORTUNITY



## VPP 101

- Who:** New employees and Marines that have not previously attended the course
- What:** VPP 101
- Where:** Risk Management Conference Room, Building 3500, Wing 300, Room 307
- When:** 3 November 2016, 0900-1000
- Why:** MCLB Albany is an OSHA VPP Star Site, this training will help new employees and Marines understand what VPP is and learn how they can help the Command maintain star status.
- How:** Please contact your division training coordinator to reserve your seat. Seating is limited to 30 employees.





# A GREAT SAFETY TRAINING OPPORTUNITY

## OSH 10-hour General Industry Outreach Training



- Who:** New supervisors, managers and employees that have not previously attended the course
- What:** Occupational Safety and Health General Industry 10-hour Outreach Training Course
- Where:** MCLBA Conference Center, Building 7120
- When:** 13-14 December 2016
- Why:** To impart a stronger sense of awareness of safety issues to the workforce and increase employee's understanding of the impact and importance of a robust and effective safety and health program.
- How:** Please contact your division training coordinator to reserve your seat. Seating is limited to 25 employees.

In accordance with BO P5100.1K Chapter 2 para 2001.4 Supervisor Safety Training. Marine and Civilian Marine supervisors within the MCLB Albany Installation Command are required to successfully complete the OSH General Industry 10 Hour Outreach Training Course provided by the MCLB Albany Installation Command Risk Management. The Supervisors listed below are scheduled to attend the above training course.

Name		Division	Name		Division
1	Christopher E. Howe	I&E	4	Kenneth Edwards	MCCS
2	Brian Bailey	MCCS	5	Benjamin Welch	Base Ops
3	Jeril Tolbert	MCCS	6	LtCol Walter Wilkie	SJA



# Status of Formal Safety Officer Training



Unit	Safety Officer	Trained	Remarks	Class Schedule
HQ MCLBA	LtCol Nathaniel Robinson	Not Required		<u>CY16- MCB CAMLEJ</u> 05-16 Dec 16  <u>CY16- MCB Quantico</u> 05-16 Dec 2016
H&S Company	SSgt. Paul Delekto	10 May 07		
Comptroller	Mr. Howard Roosevelt	19 Dec 14		
LSD			Not Appointed	
CISD	Ms. Lois Hernandez	28 Mar 14		<u>CY17 MCB CAMLEJ</u> 23 Jan–3 Feb 2017 20-31 Mar 2017 08-19 May 2017 10-21 Jul 2017 16-27 Oct 2017 04-15 Dec 2017
I&E	Mr. Thomas Mullen	6 Feb 09		
PSD	Mr. William Womble	27 Jun 08		
MCCS	Ms. Alisha Enfinger	12 Jun 09		
PPA	Mr. Trent Blalock	28 Sep 07		
SYSCOM	Mr. Jeffrey Wilson	9 Mar 07		
FSDA	Mr. Joseph Carson	6 Mar 09		
HAP	Ms. Deborah Jackson		Not Scheduled	
DDAG	Mr. Jon Peacock	05 Feb 16		
General Accounts	SSgt. Shane Simmons	2 Oct 09		

NAVMC DIR 5100.8 (MARCOR OSH PROGRAM MANUAL) Chapter 5, Para 5000.7 dtd May 15, 2006

**Safety Officer Training.** Commanders shall ensure that safety officers attend the Ground Safety For Marines Course (CIN# A-493-0047) or an approved MARFOR Ground Safety Mobile Training Team course within 90 days of assignment. ISMs will track and document training of all safety officers.



# VPP

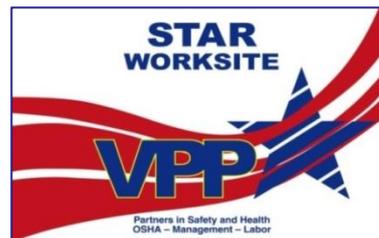


## Completed

1. Two SGE employees assisted with a VPP Star Recertification in Robins AFB, GA 15-18 Aug16
2. Two employees attended the VPPPA National Conference in Kissimmee, FL 29 Aug - 01 Sep 16

## Planned

1. Scheduling OSHA Region IV VPP On-Site Evaluation assist visits
2. Preparing for Annual Self Evaluation 15 Feb 17
3. Developing VPP Passport for CY17
4. Continuous improvement in preparation for VPP Star Recertification in February 2018





# CY16 Safety Award for the Quarter/Year

Current Standing for the MCLB Albany Quarterly Safety Award as of 30 Sep 16

Division	Avg. Number of Employees	Near Miss Reported	Near Miss Reporting Rate	Total Findings	Open Findings	Abatement Index	VPPSC Absentee	Near Miss Points	Abatement Penalty	VPPSC Penalty	Total Score	Winning Order
HQ & Staff	13	1	0.077	7	5	29%		45	-40	0	105	4
Comptroller	11	0	0.000	0	0	100%		0	0	0	100	5
OTD	10	0	0.000	2	1	50%		0	-30	0	70	8
HQ Co	68	0	0.000	10	7	30%		0	-35	0	65	9
LSD	58	0	0.000	14	0	100%		0	0	0	100	5
<b>CISD</b>	30	2	0.067	12	0	100%		40	0	0	140	<b>1</b>
I&E	93	0	0.000	30	0	100%		0	0	0	100	5
PSD	113	4	0.035	14	0	100%		35	0	0	135	2
MCCS	180	1	0.006	10	0	100%		30	0	0	130	3

Current Standing for the MCLB Albany Yearly Safety Award as of 30 Sep 16

Division	Avg. Number of Employees	Near Miss Reported	Near Miss Reporting Rate	Total Findings	Open Findings	Abatement Index	VPPSC Absentee	Near Miss Points	Abatement Penalty	VPPSC Penalty	Total Score	Winning Order
HQ & Staff	14	1	0.071	7	5	29%		35	-40	0	95	6
Comptroller	12	1	0.086	0	0	100%	1	40	0	-12	128	2
OTD	11	0	0.000	2	1	50%		0	-30	0	70	8
HQ Co	67	0	0.000	10	7	30%		0	-35	0	65	9
LSD	60	4	0.067	14	0	100%	1	30	0	-12	118	3
<b>CISD</b>	30	4	0.132	12	0	100%	1	45	0	-12	133	<b>1</b>
I&E	96	3	0.031	30	0	100%	2	20	0	-25	95	6
PSD	110	7	0.064	14	0	100%	1	25	0	-12	113	5
MCCS	176	1	0.006	10	0	100%		15	0	0	115	4



# Open Discussion and CO Guidance



Mark your Calendars

The next Safety Officer's Council is:  
**25 January 2017**

The next Commanding Officer's Safety Council is:  
**1 February 2017**