

VPP FAQ's for Directors and Executives

A. How long have you been with (company)?

I have worked at MCLB Albany for _____ years, and in my current position for _____ years.

B. Describe the type of safety and health hazards at this site.

- Hazards in an office include ergonomics, housekeeping, slips trips and falls, lifting, electrical, and several hazardous substances like cleaning supplies.
- Hazards in a warehouse include slips, trips and falls, falling objects, housekeeping, cutting tools, and hazardous substances.
- Hazards working outside include extreme heat, noise, insects, poisonous plants and traffic.
- Hazards performing vehicle maintenance include awkward postures, slips, trips and falls, lifting, electrical, heat, flying particles, hazardous substances, and housekeeping.
- Hazards performing facility maintenance include awkward postures, lifting, electrical, housekeeping, machinery, hand and power tools, chemicals and extreme weather.

C. How does management ensure that employee exposure to those hazards is eliminated or controlled?

A job hazard analysis is conducted on every task. We identify the steps in the process, hazards associated with those steps and implement control measures to eliminate or reduce the risks. They include engineering controls, administrative controls, PPE and safe work practices.

D. How do you demonstrate leadership in and commitment to safety and health?

I attend the CO's Quarterly Safety Council, follow CO's Safety Policy, and I lead by example by wearing the required PPE alongside my employees. I manage the safety training requirements, and enforce safety standards. I recognize outstanding safety performance among my employees and correct and council my employees when they demonstrate unsafe behavior.

E. What benefits will a VPP partnership provide for your company?

Safer work environment, lower worker compensation costs, open line of communication with the workforce, and employees have higher morale.

F. What do you think are your facility's best practices in safety and health?

The employees are empowered to refuse work that is unsafe. Supervisors are evaluated for their safety performance. Our inspection program is recognized by HQMC as a best practice. The Commanding Officer Safety Council meets quarterly with full participation from all Division Directors, Unit Safety Officers and tenant commands aboard MCLB Albany. MCLB Albany uses ESAMS for every aspect of safety to include identifying and tracking safety training, mishap, property damage and near miss reporting, reporting and tracking inspection findings, etc.

G. How do you address the competing pressures of production and safety?

Safety is a core value that is incorporated in everything we do. If my employees are safe while they are at work, then we can complete our mission.

H. How do you hold your supervisors accountable for safety and health? Have you ever had to discipline a supervisor for not following the rules?

Supervisors and employees are held to the same standards. They include letters of caution, suspension, not passing the safety element in the performance rating.

I. How are you held accountable for your safety and health responsibilities?

Safety is an element in my performance standards and the *Evaluating Supervisors Safety Performance* form is completed by management and included as an attachment to the IPMS and PARS.