

# SAFETY TRAINING GOUGE #1

## SAFETY PROGRAM BASICS



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Afloat safety officers have a challenging and very important role at their command. The “Safety Gouge” briefs will help safety officers and division officers meet their bi-monthly training requirements. Modify and use these topics at quarters or muster. You can also check the Naval Safety Center website at <http://www.public.navy.mil/comnavsafecen/Pages/index.aspx> . We encourage feedback so we can continue to provide you with topics you need. Please let us know how we can help you and your command by emailing the Occupational Health and Industrial Safety Programs at [safe-oshfdbk@navy.mil](mailto:safe-oshfdbk@navy.mil).

## Safety Program Goals

### TO CREATE A SAFETY MINDSET THAT MANAGES RISK ON AND OFF DUTY, 24/7

- To keep you from getting sick, injured, disabled, or killed at work and at home.
- To identify and correct hazards by thoroughly inspecting work spaces at least once a year.
- To report hazardous conditions or operations to the commanding officer so they can be corrected.
- To train personnel to understand and follow precautions, report unsafe procedures, and provide mishap information to safety investigators.

## Resources

### OPNAVINST 5100.19 Series

Department of the Navy Issuances: <http://doni.documentservices.dla.mil/default.aspx>

Naval Safety Center : <http://www.public.navy.mil/comnavsafecen/Pages/index.aspx>

Naval Safety and Environmental Training Center: <http://www.public.navy.mil/comnavsafecen/navsafenvtracen/Pages/index.aspx>

# ARE YOU READY?

## All Hands ABCDs of Time Critical Risk Management

### Assess what's going on.

What needs to be done?  
What should happen next?

### Balance your options for resources.

What resources are available?  
How do I use them?

### Communicate risks and intentions.

Who needs to know?  
Who can help?  
Who can provide back up?

### Do and then debrief so you can improve next time.

Carry out the plan.  
Was the mission successful?  
Did actions reduce risks?

The following reports will help you identify your command's deficiencies:

- Operational Risk Management (ORM) Program Assessment
- Type Commander (TYCOM) Inspections (e.g., medical readiness, supply managements)
- Navy Safety and Occupational Health (SOH) Inspections
- Annual SOH Program Reviews
- Industrial Hygiene (IH) Surveys
- Safety Surveys
- Board of Inspection and Survey (INSURV) Inspections
- Naval Aviation Training and Operating Procedures Standardization (NATOPS) Evaluation
- Search and Rescue (SAR) Evaluation
- Web-Enabled Safety System (WESS) Mishap Reports, Hazard Reports and Messages
- Safety Survey
- NAVOSH Inspections
- Ship Division in the Spotlight Inspections
- OPNAVINST 5100.19 Series Checklists
- Afloat Training Group (ATG) Afloat Self-Assessment
- Consolidated Fleet Casualty Report (CASREP) Reviews
- Hazard Abatement Program

## Safety Training Frequently Asked Questions

### Who is responsible for ensuring safety training is conducted?

The safety officer must ensure that training is conducted. (Ref: OPNAVINST 5100.19 E, Appendix A5-A, Training Requirements summary)

### What training is my command responsible for?

Commands must conduct at least one safety stand-down per year. Division Officers are required to conduct two safety briefs per month at quarters or muster. Records must be maintained for stand-downs and safety briefs. (Ref: OPNAVINST 5100.19E A0503 paragraphs e and f)

### What is the purpose of Occupational Safety and Health (OSH)?

To keep Sailors from getting sick, injured or killed at work. Some mishaps are instant and traumatic. Other hazardous exposures (such as noise) take a long time to hurt you.

### How do I know if my OSH program is working?

Work-related injuries and illness are decreasing rather than increasing.

### Why is training so important?

When people tackle new tasks, they have mishaps because they don't know enough about what they're doing. They don't understand the importance of precautions.

### What does the Naval Safety Center do?

Help commands prevent mishaps via hazard-awareness products, shipboard safety surveys, safety guidance and policy, and database reports.

### Where can my command go to complete their training requirements?

Go to the Naval Safety and Environmental Training Center. The Course Catalog is available at:

<http://www.public.navy.mil/comnavsafecen/navsafenvtracen/Pages/index.aspx>

# I.M.S.A.F.E

This personal checklist can be used as a *daily* reminder in your work centers. If Sailors don't feel they are healthy, rested and focused, work with your resources to get them back in the safety zone. A safe work center depends on Sailors being physically and mentally able to do their jobs, unimpaired by the following threats:

**ILLNESS:** Even a minor illness can seriously interfere with a Sailor's performance. Encourage your Sailors to go to sick call if they do not feel they can give 100%.

**MEDICATION:** A Sailor's performance can be degraded by both prescribed and over-the-counter medications.

**STRESS:** Stress from everyday life can impair Sailor performance, often in subtle ways. Also, stress can be extremely hazardous when combined with other issues, such as financial and family problems. Not having time for PT and being able to take care of themselves physically can contribute to stress.

**ALCOHOL:** As little as one ounce of liquor, one bottle of beer or four ounces of wine impairs a Sailor's ability to do their job.

**FATIGUE:** Fatigue and lack of adequate sleep continue to be some of the most treacherous on-the-job hazards. However, it may not be apparent to the Sailor or his work center until serious errors result.

**EMOTION:** Anger, depression and anxiety may lead to taking risks that border on self-destructiveness. Some of these risks include overconfidence, complacency (perhaps believing that others "have the situation under control") and even excessive motivation to succeed (the individual is preoccupied with success and may overlook factors that are necessary for mission success).