

CESAS-SO
DEPARTMENT OF THE ARMY
SAVANNAH DISTRICT, CORPS OF ENGINEERS
P.O. BOX 889
SAVANNAH, GEORGIA 31402-0889

REGULATION
NO. 385-1-1

12 June 1997

Safety and Occupational Health
GENERAL POLICY

1. Purpose. This regulation prescribes the policies, responsibilities, and procedures for Savannah District's comprehensive safety and occupational health program.
2. Applicability. This regulation is applicable to all of Savannah District activities.
3. References. The publications referenced in this regulation are listed in the Appendix.
4. General Safety Policy.
 - a. In order to provide team members safe, healthful workplaces, the District's staff and all other team members shall implement a safety and occupational health program which complies with the references in the Appendix and other applicable Code of Federal Regulations, Department of Defense (DOD) directives, Army regulations, state laws, local legal codes, and the Negotiated Agreement Between Savannah District Corps of Engineers and American Federation of Government Employees Local 2176. Every reasonable effort shall be made to eliminate or control physical conditions and behavior which can cause accidents resulting in property damage, injuries, and illnesses at activities under the control of Savannah District.
 - b. The integration of accident prevention measures into all activities and operational procedures is the basic concept of the U.S. Army Corps of Engineers' (USACE's) accident prevention program. Managers and supervisors shall ensure that safety measures are an integral part of their organizations' work processes, and all team members shall ensure that these measures are implemented.
 - c. All contractors working for the USACE shall comply with EM 385-1-1 and its applicable references.

This regulation supersedes DR 385-1-1, 16 Sep 85.

5. Responsibilities.

a. The District Commander will:

(1) Ensure that an effective safety and occupational health program for Savannah District is fully implemented in accordance with (IAW) federal and Army regulations, DOD directives, and applicable state laws and local legal codes.

(2) Designate a Safety and Occupational Health Manager to exercise staff supervision over the District's safety and occupation health program.

b. Deputy District Engineer for Support (DS) will:

(1) Provide operational oversight of the District's safety and occupational health program.

(2) Chair the District's Safety and Occupational Health Committee.

c. Safety and Occupational Health Committee will:

(1) Meet periodically as directed by the DS and analyze the District's accident experiences to identify disturbing trends and recommend corrective actions.

(2) Develop and forward to the District Commander, for approval, promotional programs and other initiatives aimed at reducing accidents and ensuring compliance with safety and health regulations.

d. Safety and Occupational Health Office (SO) will:

(1) Serve as the District Commander's technical advisory service for matters related to safety and health and provide the Commander periodic safety progress reports and recommendations to improve the safety program.

(2) Exercise staff supervision over the District's safety and occupational health program and develop plans and initiatives to meet regulatory requirements and the goals in accident prevention plans of higher headquarters.

(3) Ensure that practices and procedures that minimize accident risk are incorporated in the District regulations, policies, training and operational plans, accident prevention plans

(APP's), job hazard analyses (JHA's), and activity hazard analyses (AHA's).

(4) Conduct annual safety management evaluations of all area, project, and other field offices in accordance with DR 385-1-3.

(5) Conduct safety and occupational health inspections, industrial hygiene surveys, and specific hazard evaluations and provide the Command recommendations, when warranted, to eliminate or mitigate identified hazards.

(6) Review accident investigation reports and accident statistics to determine significant causal factors and recommend countermeasures to eliminate exposures to this factors.

(7) Serve as technical advisor to Boards of Investigation and the Safety and Occupational Health Committee.

e. Chief, Each Division/Separate Staff Office will:

(1) Develop and implement a safety and occupational health program which complies with all applicable regulations.

(2) Ensure that accident prevention and occupational health responsibilities are included as a rating element in the performance standards of all of their supervisors.

f. Each Area/Resident Engineer and Field Office Operations Project Manager will:

(1) Ensure that APP's are developed and implemented to control the specific hazards at the organization's worksites.

(2) Submit APP's and related safety program documents to SO for technical review.

(3) Conduct monthly safety meetings with supervisors.

(4) Ensure construction oversight at contract operations as required by EM 385-1-1 and SAD Reg 385-1-22.

(5) At project offices where public recreation is afforded, ensure a program is implemented to monitor recreational activities and promote public safety.

(6) Designate a collateral duty safety officer to perform required safety functions.

g. Collateral Duty Safety Officer will:

(1) Conduct a comprehensive safety and occupational health inspection of his/her office's facilities every six months, post related on DA Form 4754, Violation Inventory Log, and provide a copy of these results of the office's manager and So.

(2) Ensure corrective actions related to identified safety and health hazards are implemented and documented.

(3) Ensure that all elements of his/her office's safety program are properly implemented.

(4) Provide the Area/Resident Engineer or Field Office Operations Project Manager information about the status of the office's safety program, planned initiatives, and related recommendations.

h. Supervisors will:

(1) Ensure the safe conduct of all work under their control by strictly enforcing all recognized codes, standards, and regulations relevant to their work.

(2) Conduct a health hazard assessment of each work activity under their supervision and identify related safety and health hazards and measures to control or eliminate these hazards.

(3) Prepare JHA's for all of their team members and AHA's for hazardous activities to control or eliminate their team member's occupational hazards.

(4) Train their team members about the contents of the above documents, their organization's accident prevention plan, and the proper use and maintenance of personal protective equipment (PPE). As a part of this training, provide weekly (toolbox) meetings for all of their team members who are involved in hazardous activities.

(5) Have material safety data sheets for all hazardous chemicals in their work areas readily available for their team members.

(6) Conduct safety inspections of their assigned areas of responsibility at least weekly and immediately correct unsafe conditions or report them to their supervisors.

(7) Take immediate action to correct hazards reported by their team members or other personnel.

(8) Prepare and submit an Accident Investigation Report, ENG Form 3394, through command channels to SO as stated in para 6a below.

i. Each Individual Team Member:

(1) Use required PPE and engineering controls, follow safe work practices, and comply with safety and occupational health rules, regulations, and standards.

(2) Correct or report unsafe conditions to their supervisor.

(3) Report all accidents to their supervisor as soon as possible.

(4) Report all motor vehicle accidents to Office of Counsel.

j. Other Personnel. All personnel performing services at or visiting Corps projects shall comply with all applicable Corps safety and health requirements. In areas where heavy equipment is being operated, visitors shall be accompanied by a team member responsible for hired labor operations or a representative of the contractor for contractor operations. The accompanying team member or contractor's representative shall ensure that the above personnel comply with applicable safety and health requirements.

6. Procedures.

a. Accident Reporting. A legible and properly completed ENG Form 3394 will be sent through command channels to SO within five work days after any accidents which result in the following:

(1) Personnel Injuries/Illnesses:

(a) Any injury to a USACE military member, on or off duty, resulting in a lost duty day or a fatality.

(b) Any occupational injury/illness to USACE civilian team member which requires the submission of Department of Labor Forms CA-1 (traumatic injury), CA-2 (occupational illness), or CA-6 (fatality) to the Office of Worker's Compensation Program. Any occupational injury/illness which results in a claim for medical expenses, a lost workday beyond the

day or shift it occurred, and/or a fatality requires such a submission.

(c) Any occupational injury/illness to USACE contractor personnel resulting in a lost workday, fatality, or medical treatment involving stitches.

(d) Any permanent disability or fatality to a public person which occurs on USACE administered property or in waters for navigation and power structures under USACE control.

(e) Any injury, to any degree, to public person, incident to USACE activity or occurring on premises under USACE control, which might result in a claim against the U.S. government.

(2) Property Damage Accidents:

(a) Any contractor property damage accident resulting in more than \$2000 damage.

(b) ALL government property damage accidents, regardless of the amount of damage.

(c) Accident damage to private property, equipment, or material incident to a USACE activity, regardless of the amount of damage.

(3) Motor Vehicle Accidents. ALL accidents involving any USACE vehicle that result in injury, vehicle damage, or any other property damage REGARDLESS OF THE AMOUNT OF DAMAGE. The term USACE vehicle includes all USACE, General Services Administration, leased, and rented vehicles operated by team members, and privately owned vehicles operated by team members for official business as authorized by travel orders.

(4) Other Accidents Requiring Reports. Accident investigation reports also must be submitted for accidental explosions, fires involving ammunition and other explosives, contamination or damage of property from radiological, biological, or chemical agents, and over-exposures to such agents or microwave or ionizing radiation.

(5) First Aid Cases. Occupational injuries/illnesses requiring first aid treatments and no worker's compensations forms are not reportable, but they are recordable on each facility's daily records of first aid treatments.

b. Immediate Notification. Immediate telephonic notification will be made to SO IAW AR 385-40 and USACE Supplement 1 thereto about any accident producing any one of the following results:

(1) Fatality or permanent total disability to or involving on-duty military, government civilian, or contractor personnel; also off-duty if on premises or incident to a USACE activity or operation.

(2) Hospitalization of three or more persons.

(3) Damage of more than \$100,000 to USACE or contractor property and/or equipment.

(4) Any mishap, regardless of the consequences, which may result in unfavorable criticism of the USACE or provoke questions at the Washington level.

c. Other. Each organization will develop and enforce specific plans and procedures to endure that all elements of the safety and occupational programs, including safety inspections, training, accident reporting, fire prevention, emergency response, hazardous materials and waste management, safety awards, and other accident prevention measures, are implemented.

/s/
GRANT M. SMITH
COL, EN
Commanding

DISTRIBUTION A & D
Appendix A – References

APPENDIX A
REFERENCES

1. 29 CFR 1910, Occupational Safety and Health Standards, Occupational Safety and Health Administration (OSHA).
2. 29 CFR 1926, Safety and Health Regulations for Construction, OSHA.
3. 29 CFR 1960, Basic Program Elements for Federal Employee Occupational Safety and Health Programs and Related Matters.
4. 40 CFR 763, Asbestos-Containing Materials in Schools, Asbestos Hazard Emergency Response Act.
5. Executive Order 12196, Occupational Safety and Health for Federal Employees.
6. DODI 6055.1, DOD Occupational Safety and Health Program.
7. DOD 6050.5-G-1, DOD Hazard Communication Program.
8. FAR 52.236.13, Accident Prevention.
9. AR 40-5, Preventive Medicine.
10. AR 385-10, Army Safety Program.
11. AR 385-11, Ionizing Radiation Protection.
12. AR 385-40 and USACE Suppl 1 thereto, Accident Reporting and Records.
13. AR 385-55, Prevention of Motor Vehicle Accidents.
14. AR 670-10 and USACE Suppl 1 thereto, Furnishing Uniform Allowances to Civilian Employees.
15. EM 385-1-1, USACE Safety and Health Requirements Manual.

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16. ER 385-1-31, The Control of Hazardous Energy (Safe Clearance).
17. ER 385-40 and SAD Suppl 1 thereto, Occupational Health Program.
18. ER 385-1-80, Radiological Safety.
19. ER 385-1-85 and SAD Suppl 1 thereto, Hearing Conversation.
20. ER 385-1-86, Underwater Diving.
21. ER 385-1-89 and SAD Suppl 1 thereto, Hearing Conservation Program.
22. ER 385-1-90 and SAD Suppl 1 thereto, Respiratory Protection Program.
23. ER 385-1-92, Safety and Occupational Health Document Requirements for Hazardous and Toxic Waste (HTW_ site Activities).
24. EP 385-1-58, Medical Surveillance Handbook.
25. EP 415-1-260, Resident Engineer Management Guide.
26. CESAD Reg 385-1-1, Safety and Occupational Health, General Policy.
27. CESAD Reg 385-1-9, Radiation Protection.
28. CESAD Reg 385-1-18, Safety Management Evaluation.
29. CESAD Reg 385-1-19, Safety Performance Standards.
30. CESAD Reg 385-1-20, Hazard Identification.
31. CESAD Reg 385-1-21, Job Hazard Analysis for Government Employee.
32. CESAD Reg 385-1-22, Accident Prevention for Contract Work.
33. CESAD Reg 385-1-23, Medical Surveillance.
34. CESAD Reg 385-1-24, Safety Awards Program.

35. CESAD Reg 385-1-25, Foot Protection.
36. CESAD Reg 385-1-26, Occupational Safety and Health Training Program.
37. CESAD Reg 385-1-27, South Atlantic Division Emergency Evacuation and Fire Prevention Policy.
38. CESAD Reg 385-1-28, South Atlantic Division Hazard Communication Program.
39. DP 385-1-2, Guide for Preventing Job Injuries.
40. DR 385-1-3, Safety Management Evaluation.
41. DR 385-1-4, Safety Belt Policy.
42. DR 385-1-9, Respiratory Protection Program.
43. DR 385-1-10, Bloodborne Pathogen Prevention Program.
44. DR 385-1-11, Occupational Health Pregnancy Surveillance Program.
45. DR 385-1-12, Medical Surveillance Program.
46. DR 385-1-13, Confined Space Entry Regulation.
47. Negotiated Agreement Between Savannah District Corps of Engineers and American Federation of Government Employees Local 2176.