



DEPARTMENT OF THE ARMY
ASSISTANT SECRETARY OF THE ARMY
INSTALLATIONS AND ENVIRONMENT
110 ARMY PENTAGON
WASHINGTON DC 20310-0110

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MEMORANDUM THRU ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
FOR DIRECTOR, INSTALLATION MANAGEMENT AGENCY

SUBJECT: Installation Management Agency (IMA) Safety and Occupational Health Goals for
Fiscal Year 2005

The Army made substantial progress in fiscal year 2004 in reducing accidents, but accidents continue to take an unacceptable toll on our Soldiers and civilians and erode Army readiness and resources. My appreciation goes out to the IMA commanders, supervisors, Soldiers, and civilians who have taken an active role in improving safety for our Soldiers and civilians. But we must have an even greater emphasis on safety and occupational health if we are to approach the accident reductions mandated by the Secretary of Defense and endorsed by the Army leadership. With this in mind, the attached goals have been developed to improve safety programs, increase workplace safety and health, and reduce accidents.

Garrison Commanders must become personally involved and lead their Installation's safety program, to include knowing where and why accidents are occurring and ensuring steps are taken to prevent these accidents from recurring. Supervisors will fully execute their responsibilities for providing safe workplaces for their employees and employees must take personal responsibility for reporting hazards and safety concerns, following safety requirements and procedures, and actively participating in safety training, campaigns, and councils.

At the beginning of 3rd Quarter FY 05, my office will conduct a mid-year review of IMA's performance towards these goals. My point of contact on this matter is Mr. James Patton, 703/697-3123.

A handwritten signature in black ink, appearing to read "Geoffrey G. Prosch".

Geoffrey G. Prosch
Principal Deputy Assistant Secretary of the Army
(Installations and Environment)

Attachment

of Commander:
US Army Europe
US Army Forces Command
US Army Materiel Command
US Army Training and Doctrine Command
Eighth US Army

US Army Corps of Engineers
US Army Medical Command
US Army Pacific Command
US Army Space and Missile Defense Command
US Army Special Operations Command
Military Traffic Management Command
Intelligence and Security Command
Criminal Investigation Command
Military District of Washington
Network Enterprise Technology Command
US Army Center for Health Promotion and Preventive Medicine

Chief, Army National Guard
Director of Army Safety
Deputy Surgeon General

Installation Management Agency (IMA) Safety and Occupational Health Goals
for Fiscal Year 2005

1. Reduce civilian lost-time injuries
Goal: IMA Installations will reduce the number of civilian lost-time injuries occurring on the Installation by 25% (FY 04 baseline) by end of FY 05.
Data Source: Army Civilian Claims (from FECA Table II as reported by the US Army Safety Center).
2. Conduct garrison safety and occupational health program assessments, develop improvement plans, and brief to Garrison Commander and Senior Mission Commander
Goal: By end of FY 05, 85% of IMA Installations will conduct an internal assessment of the adequacy of their garrison safety and occupational health program in complying with requirements of AR 385-10 and Chapter 5 of AR 40-5, develop improvement plan (to include resourcing) as necessary to correct shortcomings, and brief findings and recommendations to Garrison Commander and Senior Mission Commander (100% of IMA Installations by end of FY 06).
Data Source: Audit by IMA Regional Offices.
3. Conduct workplace infrastructure safety and health inspections and establish hazard abatement plans for all RAC 1 and 2 hazards
Goal: By end of FY 05, 85% of IMA Installations will have conducted infrastructure safety and health inspections at 80% or more of their workplaces (100% of IMA Installations and 100% of workplaces by end of FY 06).
Data Source: Audit by IMA Regional Offices.
4. Convene Garrison Safety and Occupational Health Advisory Council
Goal: By end of FY 05, 85% of IMA Installations will have convened their Garrison Safety and Occupational Health Advisory Council at least three times during the fiscal year (100% of IMA Installations by end of FY 06).
Data Source: Audit by IMA Regional Offices.
5. Conduct risk assessments/hazard analyses of hazardous garrison operations
Goal: By end of FY 05, 85% of IMA Installations will have developed risk assessments for 90% or more of the garrison operations entailing risk of death, serious injury, occupational illness, or major property loss (100% of IMA Installations and 100% of high-hazard operations by end of FY 06).
Data Source: Audit by IMA Regional Offices.
6. Privately Owned Vehicle (POV) Safety Training
Goal: By end of FY 05, 85% of Soldiers garrisoned at an IMA Installations have been provided POV safety training (100% of garrisoned Soldiers by end of FY 06).
Data Source: Audit by IMA Regional Offices.

7. Motorcycle Safety Training

Goal: By end of FY 05, 100% of Soldiers registered to operate a motorcycle on an IMA Installation shall be trained in motorcycle safety through the Motorcycle Safety Foundation course.

Data Source: Audit by IMA Regional Offices.