



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON, FORT GORDON
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FORT GORDON, GEORGIA 30905-5730

AMIM-GOG-SO

AUG 01 2025

MEMORANDUM FOR Fort Gordon Military and Civilian Personnel

SUBJECT: Garrison Commander's Policy Memorandum No. 10 - Commander's Safety

1. References:

- a. Public Law (PL) 91-596, Occupational Safety and Health Act 1970.
- b. 29 Code of Federal Regulations (CFR) Part 1910, Occupational Safety and Health Administration (OSHA), General Industry Regulations.
- c. 29 CFR Part 1926, OSHA, Construction Industry Regulations and Standards
- d. AR 385-10, The Army Safety Program, dated 24 July 2023.
- e. Engineering Manual (EM) 385-1-1, Safety and Occupational Health Requirements, dated 15 March 2024.

2. Purpose: To establish a policy that outlines the Garrison Commander's Safety Philosophy and Garrison Safety and Occupational Health Program which supports and implements paragraph 1 of this policy letter references 1a – 1e.

3. Applicability: This policy applies to all personnel assigned to the U.S. Army Garrison Fort Gordon and the Gillem Enclave.

4. Background: Fort Gordon and Fort Gillem are both dynamic and evolving workplaces, and the Garrison workforce is the team that ensures the successful support of all tenant organizations. All members of our team must be mindful of the degree of safety needed in the performance of their daily duties. An applied sincere effort, at all levels of support, is needed to remain harm free. Having a basic understanding of the safety practices that apply to your individual workplace can ensure that we are working toward the goal of remaining safe at work.

5. Commander's Safety Philosophy - All Personnel:

- a. All members of the Fort Gordon and Fort Gillem Garrison Team will comply with mandated safety and occupational health policies and action plans based on current occupational safety and health standards and regulations. The knowledge and use of these standards, policies and plans provide a path to our goal of being safe while at work. All personnel will also take quick and effective action when and where needed, to assure that adequate corrective measures are taken to prevent an accident or injury.

b. The reporting of all accidents, near-misses and unsafe/unhealthy working conditions to the proper level of management in every workplace is a positive effort toward remaining accident and/or injury free. All directors, supervisors, managers and leaders must ensure they complete and submit any report of injury, property damage, or near misses immediately to the garrison safety office at (706) 791 - 7233 (SAFE). This action gives the opportunity to correct any condition identified that has or can place the workforce, or a bystander, at risk.

c. At times, you may feel pressured to complete a task and decide that an unsafe work action is an acceptable trade-off to complete the task quickly. This is not acceptable, and everyone will ensure that shortcuts are not tolerated, regardless of influence, to ensure that each workplace is a safe environment.

d. Although our current budget cannot support the total fix of every hazard, we are able to recognize hazards and apply preventative control measures that can minimize the identified risk to an acceptable level. We rely on leaders, at all levels, to walk the terrain, look at work areas or project sites, and see what each employee is exposed to to mitigate the hazards.

e. Finally, you are all part of the Fort Gordon and Fort Gillem Garrison Safety Team. From director to employee, from Commander to Soldier, we each provide input into the Installation Safety Program by understanding and applying Risk Management in everything we do.

6. Director's responsibilities:

a. Ensure the directorate safety and health management system is consistent with OSHA, Army, and garrison safety and occupational health policies and regulations.

b. Coordinate program implementation and ensure compliance within their respective organizations regarding Army and OSHA standards.

c. Designate appropriate resources to assist in the implementation of the garrison Safety Operating Procedures (SOP) guidance.

d. Appoint a Unit Safety Representative and alternate within the organization or directorate, to assist and coordinate with the garrison safety office for advice and management in the development and implementation of an effective safety and occupational health program.

e. Provide personnel with supervision, knowledge of their job requirements, personal protective equipment, and skills necessary to safely perform their assigned tasks through training and professional development.

f. Require personnel and supervisors to assess the worksites and conduct a job hazard analysis to identify and correct unsafe and unhealthful conditions, and to know and follow safe and healthy work rules and practices.

7. Supervisors' responsibilities:

a. Demonstrate personal commitment to, and actively participate in, providing for the safety and health of employees, contractors, volunteers, and visitors.

b. Implement Safety and Occupational Health requirements within their areas of responsibility.

c. Appoint appropriate resources to support the garrison safety program.

d. Coordinate with the garrison safety office required employee safety training and education.

e. Perform a Job Hazard Analyses for all operations with an emphasis on high hazard operations and activities, tasks that experience or could experience mishaps, and implement controls to mitigate hazards.

f. Conduct daily walkthrough inspections of work areas and ensure deficiencies are corrected as well as ensure monthly inspections are recorded and hazards identified are reported to the garrison safety office for input on the hazard log to monitor corrective actions.

g. Assist the garrison safety office investigation on all job-related accidents to determine root cause, including taking appropriate corrective action to preclude recurrence of similar accidents; record accidents/illnesses on the OSHA Form 300 Log as required.

h. Establish a Personal Protective Equipment (PPE) program, including PPE issuance and employee training to ensure compliance with applicable safety rules and regulations.

i. Provide employee participation in the Safety and Occupational Health program without fear of restraint, interference, coercion, discrimination, or reprisal.

j. Include safety and occupational health as an integral part of every operation.

k. Hold managers and supervisors accountable and provide them with recognition for successful implementation and management of the program within their scope of authority and responsibility.

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I. Ensure that no personnel are subjected to restraint, interference, coercion, discrimination, or reprisal for filing a report of an alleged unsafe or unhealthful working condition or otherwise participating in the program.

8. All Personnel will:

- a. Maintain a workplace that is free from recognized safety, health hazards, to protect personnel and visitors from injuries/illnesses.
- b. Observe all safety precautions and practices applicable to their assignments, reporting any hazardous conditions or procedures to their immediate supervisors.
- c. Properly use PPE and provided safety equipment, when required.
- d. Report immediately to their supervisors any accident or incident that results in, or could result in, personal injury, illness, or property damage.
- e. Participate in all aspects of their safety program, including training, inspections, safety committee activities, and collateral duty safety officer activities, as appropriate.
- f. Exercise rights and responsibilities, as granted by the program, without fear of restraint, interference, coercion, discrimination, or reprisal for reporting unsafe or unhealthful conditions.
- g. Actively participate in safety and health education and training events.

9. Employee (Union) Representatives, as applicable:

- a. Participate in formal annual inspections of worksites, and the identification of unsafe or unhealthful conditions.
- b. Review proposed safety and health work rules and regulations.

10. The point of contact for this memorandum is the Safety Office at 706-791-0172.



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Commanding