



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON HUMPHREYS
UNIT #15228
APO AP 96271-5228

AMIM-HMG-SO (RN 100)

11 July 2025

MEMORANDUM FOR ALL SUPERVISORS AND MANAGERS

SUBJECT: Command Policy #47, Workers' Safety Policy Statement (WSPS) for Supervisors and Managers

1. It is our policy to provide a work environment that is free from recognized hazards. Your role as a supervisor or manager in achieving the United States Army Garrison-Humphreys (USAG-H) and Area III mission not only includes operational activities, but also Safety and Occupational Health (SOH) functions. You have direct impact on how our SOH program is implemented, and therefore, you directly affect the well-being of our civilian workforce. As a part of our overall supervisory responsibilities, I am holding you accountable for maintaining a safe working environment and promptly addressing allegations of noncompliance with safety standards.

2. I expect you to make a dedicated effort to fulfill your obligation under this Workers' Safety Policy Statement (WSPS) while ensuring compensation costs within your respective areas are carefully managed. We must be aggressive in this focus, while ensuring operations are executed to standard. Our effectiveness and success depend on five key elements: adequate training, deliberate risk management, job hazard analysis, caring for people and enforcement of standards. We can neither afford nor accept the loss of a single employee to a preventable accident. To heighten safety awareness throughout the command, I charge first line supervisors with the following actions:

- a. Implement and enforce the SOH program in your area of responsibility & work areas.
- b. Provide safety briefings and training to your employees.
- c. Ensure each position/job within your organization presenting a potential for harm has a completed Job Hazard Analysis (JHA) for that position/job and review each JHA at least annually with employees.
- d. Ensure Soldiers, staff, customers, contractors or maintenance personnel operating within your work area are following safe work practices.

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e. Immediately report using the 7Ws form for "all mishaps, injuries or occupational health illnesses" to the safety office 755-2663.

f. Initiate an investigation for all mishaps, injuries, or occupational illnesses no later than one working day after they occur and ensure investigations are submitted using Mishap and Near Miss Reporting located at: <https://mishap.safety.army.mil/>. You can contact the safety office if you need assistance with mishap, injury or occupational illness classification.

g. Complete Leader's Safety and Occupational Health Course (LSC), 2G-F107_DL, within 30 days of arrival located in the Army Training Information System at: <https://learn.atis.army.mil/moodle/>.

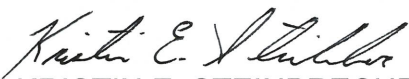
h. Ensure all employees take the Employee's Safety Course (ESC) and Risk Management Basic Course, 2G-F97_DL, within 30 days of arrival. The ESC and RM taken in the Army Training Information System at: <https://learn.atis.army.mil/moodle/>.

i. Be familiar with supervisor's safety responsibilities/duties as outlined in AR 385-10 and DA PAM 385-10, The Army Safety Program.

3. Directorate level supervisors and managers are responsible for ensuring that management systems are put in place that satisfies all the above requirements. Supervisors and managers will establish procedures that track progress and make adjustment as required.

4. We must make every effort to eliminate hazards in the workplace. Your personal commitment is paramount to the success of these objectives.

5. The point of contact for this policy is the USAG-H Safety Office at 315-755-2660 or randy.h.turnage.civ@army.mil.


KRISTIN E. STEINBRECHER
COL, AD
Commanding

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