



Homeland
Security

INFORMATION MEMO

MEMORANDUM FOR: All Science and Technology Directorate (S&T) Personnel

FROM: Jay M. Cohen *Jay M. Cohen 9/11/06*
Under Secretary for Science and Technology

SUBJECT: Occupational Safety and Health Policy Statement for S&T

As a world-class research and development organization, S&T necessarily places extraordinary value upon our people. Accordingly, providing a safe and healthful work environment for all personnel is a critical responsibility for all managers and supervisors.

It is the policy of the S&T Directorate to aggressively and proactively execute all safety and health programs. We shall:

- Comply with all applicable safety and health laws, regulations, and policies.
- Implement regular safety inspections and related accident prevention measures.
- Have an annual goal of no injuries beyond those requiring simple first aid, with the ultimate goal of zero accidents and no occupational injuries or illnesses.
- Identify occupational safety and health objectives and targets which represent performance beyond compliance and strive to meet or exceed them.
- Develop and use risk management information systems to recognize, evaluate, and control hazards affecting S&T's personnel or property.
- Consistently analyze risk and accident trends to provide appropriate management strategies to eliminate accidents and improve performance.
- Continually improve our overall safety performance by providing for adequate and properly trained staff of both professional and collateral duty safety personnel.
- Incorporate safety and health reviews into our budget planning and procurement processes.
- Apply, to the greatest extent possible, "Back-to-Work" programs and other initiatives which provide employees with an alternative to remaining on worker's compensation programs.

A safe, healthful, productive workforce is paramount to S&T's mission. All personnel are expected to give their commitment and support to this critical issue.