

**U.S. DEPARTMENT OF TRANSPORTATION
ANNUAL OCCUPATIONAL SAFETY AND HEALTH (OSH) REPORT
FISCAL YEAR 2001**

DOT OPERATING ADMINISTRATION: UNITED STATES COAST GUARD DATE: 28 Feb 02

**PERSON COMPLETING REPORT: Mr. Al Kotz,
Chief, Office of Safety and Environmental Health, G-WKS
202-267-1883**

EXECUTIVE SUMMARY

In FY 2001 combined military and civilian Coast Guard on-duty mishap numbers, rates and severities continued the downward trends enjoyed since before 1995. Even in the post-9/11 environment of significantly increased operating tempos, Coast Guard personnel effectively managed safety risks, preventing mishaps and injuries. Lost work days, in particular, fell almost 50% from the prior year. Unfortunately, two Coast Guardsmen were lost in an on-duty small boat mishap and two Auxiliaries were killed in an aircraft mishap. These four tragic losses slightly exceeded the average of 3.75 annual on-duty fatalities experienced over the preceding four years.

Off-duty mishaps, monitored only for military personnel, rose in FY 2001, exceeding the totals for each of the previous two years and showing a return to FY 1998 levels. In FY 2001, 11 Coast Guard personnel were lost to off-duty mishaps, including nine in motor vehicle crashes and two in recreational activities, substantially exceeding the average of 7.0 annual off-duty fatalities seen over the preceding four years.

Federal Worker 2000 results were positive for FY 2001. Reduction in total case rates exceeded the goal, and Workers Compensation reporting timeliness, while slightly worse than last year's percentage, far exceeded the FY 2001 goal based on the FY 1998 baseline. Although Department of Labor figures show that annual 10% reduction goals for the Coast Guard's high risk sites were not met, careful analysis of the data revealed a number of minor injuries incorrectly reported as lost time injuries. Although the DOL numbers cannot be changed, actual lost time mishaps at Baltimore and Elizabeth City did meet the FY 2001 goals. Efforts are already underway to correct misunderstandings that may have led to the reporting errors.

The most noteworthy safety accomplishment in FY 2001 was the significant reduction in the number and severity of on-duty mishaps, those over which the safety program can have the most influence. Over the past three years the service has stressed risk management, balancing mission, environment and expected outcomes to achieve the best results with the lowest risk. Risk management principles have taken root in both policy and the Coast Guard culture, effectively erasing the old informal motto that "You have to go out, but you don't have to come back." Team Coordination Training and crew resource management concepts have been stressed, maximizing the impact each member of a cutter, small boat or aircraft crew can make on its safe operation. The application of risk management was especially successful in the months following 9/11. Even with increased operational tempo, stress, fatigue, change in mission focus, and call-up of reserves, comparisons of this period with the beginning of the year and the same period in previous years actually found lower personnel injury rates.

The Coast Guard's greatest challenge remains in translating the risk management principles into the off-duty behaviors of Coast Guard personnel, where motor vehicle mishaps, sports injuries, and other hazards of routine life continue to exact a troubling toll of lives and injuries and where supervision and workplace policies have far less impact. Our command staffs and supervisors have been strongly encouraged to take even more interest in the off-duty activities of their personnel and have been provided information and other tools to help reduce the losses. Additional emphasis is placed on both command and individual responsibility for safety in all activities at all times. Risky behaviors, especially those associated with driving, are not condoned.

Goals for FY 2002 include continuation of reductions in on-duty mishaps, reversal of FY 2001's surge in off-duty rates and continued effort and success in meeting Federal Worker 2000 goals. Additionally, Federal Worker 2000 efforts will be expanded beyond the civilian work force, with anticipated benefits for all personnel: civilian, military, contractors, and volunteers.

INTRODUCTION

The Coast Guard report for FY 2001 highlights the challenges and accomplishments of the service's safety and environmental health program. The Coast Guard's 6,121 member civilian workforce is dwarfed by its 36,220 military members. This workforce is more than doubled when our valued part-time employees--13,000 Reserve military members and over 33,000 unpaid, volunteer Auxiliarists—are included. Although military members and military-specific operation are not subject to OSHA jurisdiction, the Coast Guard's internal policy is to apply and meet all OSHA regulations and standards. Accordingly, our safety program seeks to protect all members of our diverse workforce from injury and occupational disease and to minimize property losses, internally and for the public we serve.

The Coast Guard is a military service that is charged with many missions. They include search and rescue, maintenance of aids to navigation, interdiction of drugs and illegal migrants, enforcement of fishery and other maritime laws, administration of bridges over navigable waterways, protection of the environment, securing of ports and waterways, domestic and international ice-breaking, emergency response, and enforcement of commercial vessel safety regulations. In the conduct of these missions, Coast Guard personnel take cutters, small boats and aircraft, as well as themselves, into the most demanding environments, working long hours and operating heavy industrial equipment. To safely carry out missions under such difficult conditions, the safety program relies on integration of risk management principles to maximize mission effectiveness while minimizing risks.

This report will present highlights of the Coast Guard's program, quantify its results and summarize its goals for the coming year. The report also fulfills the Coast Guard's obligation to report the results of its safety program to the Department of Transportation and the Department of Labor.

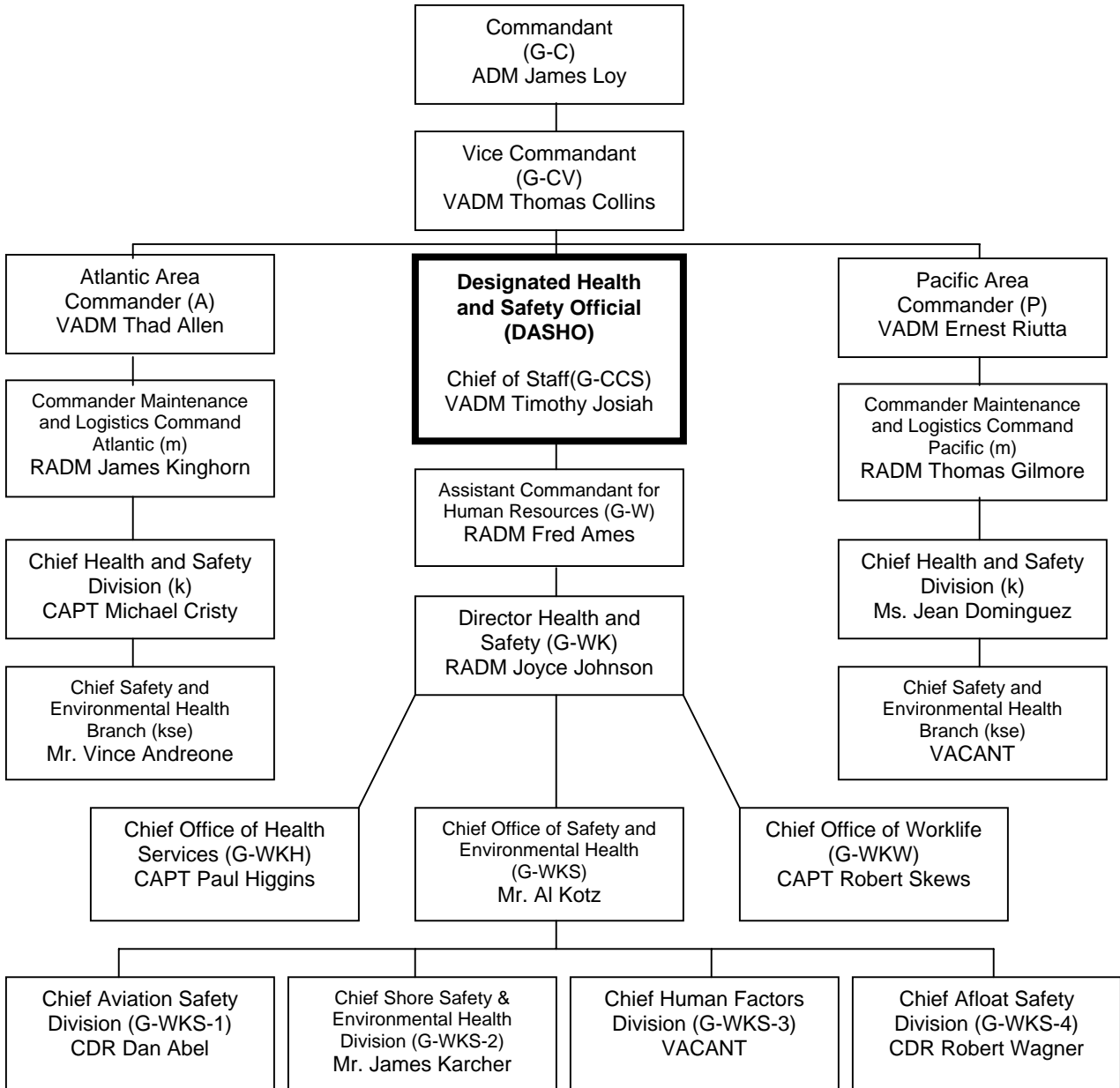
The Coast Guard has a diverse workforce performing a wide range of activities in unusually demanding and often rapidly changing circumstances. Many of these activities are performed by young and relatively inexperienced personnel at remote locations, away from the eyes of experienced supervisors. Fatigue and unusual hours accompany many of the missions, especially as a result of significant increases in operational demands in the wake of the terrorist attacks. They are performed sometimes in complex vessels and aircraft. These factors present unique and difficult challenges to the program. Furthermore, in the case of military personnel, the Coast Guard takes responsibility for the safety of its members 24 hours a day, on-duty and off-duty. In spite of these extreme challenges, the Coast Guard's safety record compares very favorably with other populations.

With much of the Coast Guard's workforce operating away from experienced supervision and in dynamic and unpredictable circumstances, the safety program has prescribed a more proactive risk management strategy since 1999. The program retains some compliance-based elements where necessary to adhere to standards and regulations and in recognition that standards are the product of years of informal risk management experience. Risk management, however, charges every member with responsibility for his/her own safety and that of the team of which he/she is a member. It provides every member the thought processes and tools to evaluate new and changing situations, on and off the job, and to balance the risks of an operational mission or support function with its expected benefits.

Although this report demonstrates we have been successful in reducing injuries and property losses, there remains much room for improvement. The high frequency and severity of motor vehicle mishaps necessitate additional attention and we have begun to evaluate incentives to bolster direct supervisory involvement. In response to several motorcycle fatalities in 2000, motorcycle safety training requirements are being implemented. System safety strategies will be reinvigorated to take advantage of past

experience when designing platforms of the future. Team effectiveness concepts will be taught and refreshed to cutter, small boat and aircraft crews as well as aviation support personnel. Fatigue management concepts fielded immediately after 9/11 will be emphasized. And efforts are underway to more closely integrate and align all levels of the safety program, including those at Headquarters, Area commands and in the field.

SAFETY ORGANIZATIONAL CHART



STATISTICS AND ANALYSIS

Comparison of FY 2001 statistics for lost time disabilities and fatalities with FY 2000 statistics.

OPERATING ADMINISTRATION: U.S. COAST GUARD				
	FY 1998	FY 1999	FY 2000	FY 2001
Number of New Lost Time Injuries/Illnesses				
Civilian	70	70	91	69
Military On-Duty	221	186	170	120
Military Off-Duty	162	129	115	189
Lost Time Injury/Illness Case Rate per 100 employees				
Civilian	1.3	1.27	1.57	1.06
Military On-Duty	0.53	0.44	0.43	0.33
Military Off-Duty	0.44	0.35	0.31	0.52
Lost Work Days				
Civilian	340	427	724	837
Military On-Duty	1299	1281	1469	753
Military Off-Duty	1837	1568	1184	1796
Lost Work Day Rate (Lost Work Severity Rate) per 100 employees				
Civilian	6.34	7.76	12.52	12.91
Military On-Duty	3.10	3.03	3.54	2.09
Military Off-Duty	5.03	4.27	3.19	4.99
Number of Fatalities				
Civilian	0	0	0	0
Military On-Duty	2	0	0	2
Military Off-Duty	4	7	10	11

- Though reflecting a dramatic improvement from FY2000, the FY01 number of new lost time injuries/illnesses is in line with previous years.
- Overall civilian lost time case rate shows a gradual improvement.
- Military On-Duty shows even more dramatic improvement.
- Although not possible to pinpoint a specific cause for the reductions, it is reasonable to believe that emphasis on risk management and a complementary focus on team effectiveness and individual responsibility for safety are primarily responsible for the favorable trend.
- Unfortunately, though they had been trending down, the Military Off-Duty rate of lost work cases showed a 60% increase in FY01.
- Military Off-Duty fatalities are also on the rise.

Office of Workers' Compensation Programs (OWCP) costs.

OPERATING ADMINISTRATION: U.S. COAST GUARD				
	FY 1998	FY 1999	FY 2000	FY 2001
Chargeback Costs	\$6,684,969	\$7,129,169	\$7,331,423	\$7,207,731
COP Costs	\$401,318	\$403,093	\$385,003	\$419,494
TOTAL: Chargeback + COP	\$7,086,287	\$7,532,257	\$7,716,426	\$7,627,225

- Workers Compensation costs for FY 2001 show a reversal of the increasing trend of prior years. OWCP costs can be expected to escalate due to inflation alone, so the downturn is especially gratifying.
- This decrease is likely attributed to the service-wide emphasis on risk management and on improved attention to returning injured workers to their jobs.

Significant trends and major causes or sources of fatalities and lost time disabilities.

OPERATING ADMINISTRATION: U.S. COAST GUARD		
	TRENDS	MAJOR CAUSES/SOURCES OF EACH TREND
FY 2001	Dramatic reduction in on-duty military lost time mishaps and lost work days.	Attributed to successful integration of risk management process and principles into operations. Additional related influences include Team Coordination Training, Crew Endurance Management and other safety programs.
	Dramatic increase in off-duty military lost time mishaps and lost work days.	Primarily Class C mishaps involving private motor vehicles, motorcycles or recreational activities: (sports injuries, ATV/dirt bike riding). Remainder primarily strains and slips trips and falls. All the risk management effort on-duty has not successfully been carried into off-duty activities.
	Increasing off-duty military fatalities primarily due to private motor vehicle accidents. No motorcycles fatalities this year.	9 Off-duty military fatalities due to motor vehicle accidents in private motor vehicles, Various risky behaviors contributed: driving fatigued, alcohol use, excessive speed/aggressive driving, not wearing seat belts or combination. Others recreational in nature: 1 Boating fatality – not wearing PFD, and 1 skateboard fatality. Again the risk management effort on-duty has not successfully been carried into off-duty activities.
	Civilian workforce decreased lost work day cases compared to FY00 but number of lost work days increasing.	Majority of the civilian injuries occur at the Coast Guard Yard and the Elizabeth City commands, both heavy industrial operations. Strains and falls are the main causes. There may also be some PPE issues regarding eye protection. Though decreasing the number of injuries, the number of lost work days is increasing, indicating more severe injuries and weakness in medical case management.

- There were 141 military afloat-related personal injury mishaps reported in FY01. These range from minor ankle sprains to broken bones, torn ligaments, serious burns and head injuries. Many of these mishaps can be attributed to lack of supervision, poor judgment, inattention, and inadequate PPE. Although seemingly inherent with operating in a marine environment, most of these injury mishaps could be minimized through common sense and being attentive to the assigned task. 16 mishaps were reported as a result of injuries incurred during personnel 'free time' while underway, i.e. horseplay in berthing areas, lifting weights, sports on the flight deck, etc. All of these mishaps were preventable had personnel paid more attention to their surroundings in the ever-changing marine environment.
- There were 19 aviation related injury mishaps reported in FY01 involving injury to 21 Coast Guard aviation personnel. The number of reported injuries to Coast Guard aviation personnel remains fairly constant. At least half of these injuries involved improper procedures, the wrong tool, and improper or poorly designed equipment. Injuries included four people hurt during hoisting (two rescue swimmers and two boat crew members), three people sprayed with hydraulic fluid and two with fuel. Three people were cut in the face and two suffered eye injuries. There was one twisted ankle, two hand injuries and four other injuries reported. Nine incidents occurred during maintenance activities. Personnel protective equipment (PPE) played a big role in minimizing injuries this year. PPE was used and prevented a more severe injury in at least five of these incidents. Unfortunately, there were at least four incidents where PPE could have prevented the injury, if it had been used.

	TRENDS	MAJOR CAUSES/SOURCES OF EACH TREND
FY 2000	Civilian injuries reached an all-time high.	Unknown at this time.
	Off-duty military injuries achieved a low.	Unknown at this time.
	Off-duty military fatalities continued increase.	Private motor vehicle related (including 2 in same accident).
	All other trends continued improvement.	Risk Management and related supporting initiatives such as improved safety and environmental health checklists were instituted in 1999.
	GENERAL HISTORICAL TRENDS	
	On-Duty Military Mishaps	Due to slips, trips, falls, hitting heads, fingers and hands in hatches, knife cuts, not wearing eye protection or other PPE, improper procedures, and not retaining focus on the job.
	Off-duty military mishaps	Primarily private motor vehicle and recreational sports related.
	Off-duty military fatalities	80-100% private motor vehicle accidents.
	Civilian mishaps	Strains, slips, trips, falls and some eye protection issues in the heavy industrial centers

FATALITY TRENDS FY94-01		
Number of Deaths	Per Cent of Total	Activity
		Off Duty Military
50	60%	Private Motor Vehicle Consisting of: 45% 4-wheel vehicle 14% Motorcycle/ATV 1% Bicycle/Pedestrian
5	6%	Afloat
3	4%	Aviation
6	7%	Other Recreation (hiking, skateboard, other)
		On Duty Military
2	2%	Motor Vehicle
7	8%	Afloat
10	12%	Aviation
1	1%	Other
TOTAL 84	100%	Note: Coast Guard Civilian work force only tracked at work and there have been no civilian work-related fatalities this period.

- The most devastating activity to Coast Guard personnel is driving private motor vehicles. This has naturally gained a high level of attention. Actions currently undertaken include:
 - Working with other military services in the DOD Traffic Safety Work Group to share best practices, lessons learned and coordinate program developments.
 - Working with intermodal traffic safety team
 - Increased communications and providing resources on DOT/NHTSA national campaigns and other traffic safety issues.
 - Emphasis on individual responsibility to practice risk management in all activities all the time.
 - Emphasis on command responsibility to promote off-duty safety.
 - Implementation of motorcycle safety training requirement.
 - Assessing driver training programs in conjunction with other services for implementation
 - Revising traffic safety policy to provide additional guidance to field in developing local programs.
- There has also been added emphasis on recreational safety, again stressing personal risk management. A recreational safety checklist was developed.
- Operational (on-duty) mishaps rate extensive investigation and follow-up actions involving policy, procedures and equipment to prevent recurrence.
- Although the Coast Guard did not lose any Aviation active duty personnel in FY01, two Auxiliary members died while on Coast Guard orders. While the final report is currently under review, it appears this pilot experienced spatial disorientation over the dark waters off Florida. As an immediate risk reduction measure, dual instrument rated pilots were mandated for any night or instrument condition Auxiliary flights. The subsequent investigation and recommendations hold great promise to significantly enhance the training and organization of our Auxiliary Air program.

- In FY01, two active duty Afloat personnel were drowned while on patrol due to the capsizing of a rigid haul inflatable boat (RHIB). While the final report is currently under review, initial recommendations on procedural and equipment issues have already improved the safety of small boat operations.

Federal Worker 2000 (Federal Worker Initiative) Status

Goal 1a – Reducing the overall Total Case Rate (total number of injuries/illnesses per 100 employees) by 3% per year beginning with FY 2000 and using FY 1997 figures as the baseline.

$$\text{Total Case Rate} = \frac{\text{\# of injuries/illnesses for the year} \times 100}{\text{\# of employees}}$$

Goal 1a OPERATING ADMINISTRATION: U.S. COAST GUARD						
FY 1997 Baseline	FY 2000		FY 2001		Was Goal Met?	
	Goal	Actual	Goal	Actual	Yes	No
6.21	6.03	6.51	5.85	5.28	X	

- This goal was achieved through emphasis on risk management and supervisory involvement.

Goal 1b - Improve the timeliness of reporting of injuries and illnesses to the Department of Labor by 5 percent per year based on FY 98 rates.

Goal 1b OPERATING ADMINISTRATION: U.S. COAST GUARD							
Goal 1b	FY 98 Baseline % in 14 Days	FY 00 % in 14 Days		FY01 % Submitted within 14 Days		Was Goal Met in FY01?	
		Goal	Actual	Goal	Actual	Yes	No
U.S. Coast Guard	20.5%	30.5%	38.7%	35.5%	66%	X	
USCG Auxiliary	17.7%	27.7%	10.5%	32.7%	43.5%	X	

Goal 2 - For those work sites with the highest rates of serious injuries, reducing the occurrence of such injuries by 10 percent per year.

$$\text{Total Case Rate} = \frac{\# \text{ of lost work time injuries/illnesses for the year}}{\# \text{ of employees}} \times 100$$

Goal 2 OPERATING ADMINISTRATION: U.S. COAST GUARD							
Rate of Lost Work Time Injuries/Illnesses (per 100 employees)							
Work Site Location	FY96 Baseline	FY 2000		FY 2001		Was Goal Met?	
		Goal	Actual	Goal	Actual	Yes	No
Baltimore	12.64	11.22	17.39	10.10	11.47 (9.11*)	(X*)	X
		Goal	Actual	Goal	Actual	Yes	No
Elizabeth City	6.14	5.53	7.47	4.98	5.64 (3.82*)	(X*)	X
		Goal	Actual	Goal	Actual	Yes	No

Using OWCP data, neither targeted work location met its goal for FY 2001, although FY 2001 did enjoy significant improvements over FY 2000 and the baseline year. These improvements reflect the commitment of the local safety managers and chains of command to reduce workplace hazards and to get workers back to work as soon as their recoveries allow. The Yard at Baltimore has hired an occupational health nurse to manage lost work cases and to help prevent minor injuries from becoming lost time cases.

* A careful analysis of lost time incidents reported by OWCP revealed that a significant number (20 at Baltimore and 10 at Elizabeth City) were not in fact lost time cases. The causes of the discrepancies were found to be improper preparation of CA-1 forms. The errors are attributed to training deficiencies and to the existence of some forms containing incorrect wording. These problems are being addressed. When only the actual lost time cases are used in the formula, both Baltimore and Elizabeth City actually met their goals, having rates of 9.11 and 3.82 respectively.

Goal 3 - Reduce the lost production day rate (i.e. lost production days due to injury or illness per 100 employees) by 2% per year.

$$\text{Lost Production Day Rate} = \frac{\# \text{ of lost days for the year} \times 100}{\# \text{ of employees}}$$

Goal 3 OPERATING ADMINISTRATION: U.S. COAST GUARD					
Rate of Lost Production Days (per 100 employees)					
	FY 2000	FY 2001		Was Goal Met?	
	Lost Day Rate	Goal	Actual	Yes	No
Civilians	12.52	12.27	12.91		X
Military On-Duty	3.54	3.47	2.09	X	

- For USCG Civilians, though lost work incidents were reduced by approximately 30%, the lost production day rate increased by 3%. For USCG Military On-Duty, a 40% reduction in lost production day rate was seen. The overall USCG lost production day rate remained essentially unchanged from FY00 to FY01. This goal was not met in FY01.

SAFETY AND OCCUPATIONAL HEALTH PROGRAM ACCOMPLISHMENTS

Major Accomplishments

Management Leadership and Employee Involvement

- Enthusiastically supported One DOT/NHTSA traffic safety initiatives.
- Promulgated comprehensive statistical analyses of safety performance to flag officers and field units.
- Continued refocusing safety program emphasis from simple compliance to a complementary combination of risk management and compliance.
- Partnered with other military services to take advantage of the best concepts and techniques for reducing accidents and injuries.
- The CGHQ Safety and Health Website went on line in May 2001. Some of the information available on this website include:
 - Safety and Health Manuals and Instructions, including the latest changes. (NOTE: most Coast Guard manuals/Instructions are now available only electronically).
 - Current safety-related messages and campaigns.
 - Presentations from safety workshops.
 - Safety PowerPoints, Safety Standdowns and training ideas.
 - ORM, CRM, MRM, Crew Endurance Information and job aids.
 - Mishap Investigation and Reporting requirements.
 - Cockpit Voice and Flight Data Recorders Information.
 - Links to other safety sites.
- Revised Chapter 1 of the Safety and Environmental Health Manual (COMDTINST M5100.47) "Coast Guard Safety and Environmental Health Program" and Chapter 2

“Aviation Safety Program” to better integrate risk management process and principles and define individual and organizational roles and responsibilities.

Worksite Analysis

- Completed major revision to mishap investigation and reporting policy and initiated development of a second revision to reporting processes.
- Completed a revision of worksite checklists used by unit safety coordinators to perform self-evaluations of unit safety programs.
- Standard risk assessment codes developed enabling classification of hazards and prioritization for abatement.
- The Coast Guard Aviation Risk Matrix promulgated, building on the “PEACE” (Planning, Event, Asset, Communications, and Environment) framework employed in Cockpit Resource Management (CRM) training. Completion of this matrix has become a mandatory preflight item at some units.

Hazard Prevention and Control – List accomplishments for the identification, assessment, and resolution of safety and health problems.

- Shifted emphasis of safety professional site visits from compliance inspections to assessments of unit risk management integration and program requirements.
- Revised safety and environmental health checklists for local unit use.
- Risk management job aids developed.
- Revised Safety and Environmental Health Manual (COMDTINST M5100.47) Chapter and enclosures dealing with mishap response, investigation and reporting.
- Instituted system for hazard reporting via chain of command or directly to safety offices.
- Helicopter community upgraded to include both cockpit voice and flight data recording capability.

Occupational Safety and Health (OSH) Training - Accomplishments for assuring that workers, supervisors, and committee members received appropriate OSH awareness and hazard recognition information and training.

- Provided Team Coordination Training to almost 7000 cutter and small boat crewmembers, approximately 50% of all afloat personnel.
- Initiated Maintenance Resource Management training for aviation support personnel.
- Improved Crew Resource Management training for aircraft crews.
- Significantly updated the Unit Safety Coordinator training course, providing OSHA-approved 40 hour training for 225 collateral-duty unit safety coordinators.
- Conducted safety-training conference for safety professionals service-wide
- Developed and provided Crew Endurance guidance to address fatigue issues

Achievement of FY2000 goals and objectives

Goals and objectives (Source: FY 2000 report)	Outcomes	Measures contributing to success and/or roadblocks that hindered your OA in achieving program growth
(1) Stress the importance of communication, education and training in all aspects of risk management: All employees, without regard for grade or rank, will understand and appreciate their roles and responsibilities in risk management, worker wellness, administrative requirements and organizational performance.	The effective application of the principles and process of risk management is likely the leading contributor to the reduction in on-duty personnel injuries.	Operational Risk Management is integrated into all aspects of operations, policy and training programs. Still need to achieve full individual application in civilian workers and off-duty military Crew Resource Management (CRM) and Team Coordination Training (TCT) continue to expand.
(2) Coordinate our efforts with other DOT administrations and agencies outside DOT including Department of Defense (DOD) components to provide mutual benchmarking and benefits from lessons learned.	Coordinated traffic safety efforts through the intermodal traffic safety team, the joint military services traffic safety team, and the joint services operation risk management team. Aviation and Afloat safety continue extensive coordination across joint DOD service forums.	Military traffic safety efforts have elevated to a DOD Traffic Safety Work Group. Joint Service work groups also exist in Risk Management, System Safety, and Training. Specialty cross-service coordination occurs in the vessel and aviation safety arenas.
(3) Continue ongoing improvements to unit-level safety and environmental health checklists in order to assist safety managers in identifying and correcting workplace hazards.	On-going.	Improvements continue. Unit-level use of compliance checklists allows safety professionals more time to address problems, overall risk management, and system audits.
(4) Continue the update in design of our safety and environmental health databases. Implement improved systems for cataloguing risks by unit, for managing correction of identified hazards, for identifying injury trends and for identifying and managing risks associated with occupational health hazards.	On-going.	
(5) Implement standardized safety and health risk assessment codes. Utilize codes in context of a uniform service-wide method of categorizing and prioritizing risks.	Planned distribution in Mar 02.	Codes established and combined with re-write of Chapter 1 of Safety and Environmental Health Manual to describe transition to risk-based safety program, including roles and responsibilities.

Goals and objectives (Source: FY 2000 report)	Outcomes	Measures contributing to success and/or roadblocks that hindered your OA in achieving program growth
(6) Improve the overall mishap reporting process so that we can better learn from mistakes and apply risk management tools. This includes improvements in mishap investigation and analysis; the generation of higher quality recommendations and improved follow-up processes; and improved dissemination of lessons learned. There will also be additional emphasis placed on near miss reporting.	Revised and promulgated Chapter 3, "Mishap Response, Investigation and Reporting" of Safety and Environmental Health Manual. Work in progress on converting to web-based mishap reporting system and mishap database. Planned field-wide implementation for FY03	Besides simply improving reporting, these initiatives have improved the quality of messages and communication of near misses and lessons learned. The web-based system will further improve reporting but also be better suited as a tool for mishap prevention.
(7) Improve our safety and environmental health training programs. Efforts will continue in shifting focus to risk assessment and management and maintaining currency with regulatory and policy changes. This, coincident with specific training in risk assessment and management techniques, will provide personnel the tools for implementation.	Collateral safety duty Unit Safety Coordinator Course underwent substantial revision to update and integrate risk management. Integrated risk management approaches into confined space training.	
(8) Revise safety and environmental health directives to reflect the shift to risk management.	Safety and Environmental Health Manual Chapters Revised: 1. Safety and Health Program 2. Aviation Safety 3. Mishap Response, investigation, and Reporting and associated enclosures revised. Process continues. Motorcycle safety training policy issued.	
(9) Increase use of light duty policies and plans to reduce workdays lost to injuries and continue interaction with unions to address personnel policies that unnecessarily cause minor injuries to be categorized as lost work time incidents.	Though partially implemented based on increased awareness from FW2K, this still requires additional attention.	CG-wide policy and some resource issues still need to be addressed. Plan to do so yet in FY02.

PROGRAM DIRECTION

	GOALS	OBJECTIVES/STRATEGIES TO REACH THE GOAL
FY 2002	Meet Federal Worker 2000 goals.	<ul style="list-style-type: none"> • Enhance injury case management through injury screening, communications with medical providers and light duty programs. • Emphasize basic industrial safety concepts in proper lifting, proper footing. Fall protection, and personal protective equipment . • Reconcile report statistics with the mishap database & DOL.
	Continue to institutionalize risk management.	<ul style="list-style-type: none"> • Continue to evolve and teach TCT, CRM and MRM training. Include emphasis on Decision Making, Task Analysis & Error Management. • Ensure risk management is integrated into all training including mentoring aspects in leadership schools. • Ensure ORM is integrated in to design, construction and material purchases. • Ensure ORM is integrated into all policies and procedures. • Assess field implementation of operational risk management
	Increase emphasis on risk management and personal responsibilities in off-duty activities, especially traffic safety.	<ul style="list-style-type: none"> • A note from the Commandant to all commanding officers (or all individuals) is being recommended addressing command and individual responsibility for safety and the application of risk management in all activities. • Traffic Safety Policy will be revised and become more prescriptive in command requirements and provide additional tools and resources. Coordinate with commercial vehicle management. • Risk management job aids will be developed for off-duty activities. • Motorcycle Safety Training is now again required. Driver training is being evaluated. Coordinate with other military services.
	Improve quality of data in mishap data base and use of the database as a mishap prevention tool for trend analysis, report generation, communications of lessons learned	<ul style="list-style-type: none"> • Correct past errors and enter missing reports. • Analyze reasons some reports do not reach data entry personnel and correct. • Implement on-line mishap report submission process. • Improve quality of mishap and near miss reporting.
	Increase application of principles and process of System Safety.	<ul style="list-style-type: none"> • Safety and Environmental Health personnel participation in new project developments. • Use techniques in analysis of current problems.
	With DOD/DLA, commission Hazardous Materials Information System (HMIRS) into Coast Guard safety and environmental management systems.	<ul style="list-style-type: none"> • Begin training sessions • Develop additional resource requirements.
	Update Shore Safety portion of Safety and Environmental Health Manual	<ul style="list-style-type: none"> • Will provide regulatory and policy update, risk management integration and more prescriptive guidance for the field units.
	Aviation Technologies	<ul style="list-style-type: none"> • Efforts underway to achieve parity of the fixed wing with the rotary-wing community in the use of Crew Voice Recorders and Flight Data Recorders. • Formalize Reverse Cycle Operations (RCO) guidelines in the Air Operations Manual.

	GOALS	OBJECTIVES/STRATEGIES TO REACH THE GOAL
FY 2003	Meet Federal Worker 2000 goals.	<ul style="list-style-type: none"> Enhance injury case management through injury screening, communications with medical providers and light duty programs.
	Aviation Technology	<ul style="list-style-type: none"> FY03 RP funds the engineering & design aspects of the project, purchases hardware (boxes/sensors/wire bundles/data download equipment) and begins the modification of airframes.
	ALL OTHER GOALS CONTINUE	
FY 2004	Meet Federal Worker 2000 goals.	<ul style="list-style-type: none"> Provide occupational health nurses and workers compensation assistants to Baltimore and Elizabeth City.
	Aviation Technology	<ul style="list-style-type: none"> FY04 RP seeks continuation of the project to eventually upgrade the CVR/FDR capabilities in a fleet of twenty-seven C-130s and twenty HU25s. Sponsoring an FY04 resource proposal for fleet wide MRM training and potential dedicated senior enlisted aviation safety billets.
	HMIRS Developments	<ul style="list-style-type: none"> Sponsoring an FY04 resource proposal for additional resourcing to manage HMIRS project.
	ALL OTHER GOALS CONTINUE	

SPECIAL REQUIREMENTS –POST 9/11 AND FY02

With the size of the Coast Guard's workforce increasing to cope with post-9/11 challenges, additional resources will be needed to provide safety support. Requests for additional personnel have been submitted to support not only the larger workforce, but also new homeland security safety issues. Requests for personnel to address specific Federal Worker 2000 have been renewed since they were not funded when originally submitted. Involvement of all levels of the chain of command is essential to manage risks and reduce mishaps. We intend to initiate new efforts to achieve that involvement.

Safety related issues include the protection of Coast Guard forces. Extensive efforts and continue in safety support for prevention, response and mitigation to disasters. This includes:

- Defining the roles and responsibilities of safety professionals
- Specification and purchase of personal protective equipment, monitoring and detection equipment, and communication equipment.
- Specifying specialized training requirements and accomplishing the same.
- Additional requirements and impacts are unknown at this time.