

**U.S. DEPARTMENT OF HOMELAND SECURITY  
ANNUAL OCCUPATIONAL SAFETY AND HEALTH (OSH) REPORT  
FISCAL YEAR 2003**

**AGENCY**      **United States Coast Guard**  
2100 2<sup>nd</sup> St., S.W.  
Washington, D.C. 20953

**DATE**   **5 January 2004**

**EMPLOYEES**

<b><u>Civilians</u></b>	6,697
<b><u>Military</u></b>	40,387 (includes an annual average of 2,103 active reservists)

**PERSON RESPONSIBLE FOR THE SAFETY AND ENVIRONMENTAL HEALTH PROGRAM**

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**EXECUTIVE SUMMARY**

The Coast Guard's FY03 Annual Occupational Safety and Health (OSH) Report highlights the challenges and accomplishments of the service's safety and environmental health (SEH) program and summarizes its goals for the coming year. This report also fulfills the Coast Guard's obligation to report the results of its safety program to the Department of Homeland Security.

In FY03 the Coast Guard transitioned from the Department of Transportation (DOT) to the Department of Homeland Security (DHS). For the near future Coast Guard civilian injuries and illnesses will continue to be processed through DOT's Workers' Compensation Information System (WCIS). Some of the data for this report came from DOT/WCIS, Coast Guard Human Resources, and from our E-Mishap system that was introduced in FY03. This web-enabled system enables the field to easily record military and civilian injuries through the internet.

Expanded Coast Guard military response post 9/11/01 may continue to explain some of the increase in military mishaps due to new missions and continued call-up of reserves. In the face of these operational challenges, however, Coast Guard personnel continued to effectively manage safety risks. We had one on-duty military (non-operational) fatality. However, our off-duty military fatalities have remained the same. There were nine off-duty military fatalities just as there were in FY02. There were no civilian fatalities.

Off-duty mishaps and fatalities continue to cause concern in FY03. The Coast Guard's greatest challenge remains in translating on-duty operational risk management principles into off-duty behaviors, where motor vehicle mishaps, sports injuries, and other hazards of routine life continue to exact a troubling toll of lives and injuries.

Injuries and illnesses and their costs continue to be a concern. FY03 Civilian injury and illness costs declined slightly with the total costs (Chargeback plus Continuation of Pay) dropping 5.2% to \$7,754,777. The major decrease in chargeback costs, 16%, occurred in Continuation of Pay

(COP), which is the compensation paid by the Coast Guard to civilian employees during their first 45 days following a compensable injury. COP decreased to \$321,588. A decrease in this figure is significant because it reflects only the new cases that occurred in FY03 and is an indication that there are fewer lost work days.

Coast Guard civilian SHARE (Safety, Health, and Return to Employment) results, the successor to OSHA's Federal Worker 2000, were good for FY03. Workers' Compensation reporting timeliness far exceeded the goal based on the FY98 baseline. Additional effort is planned to assist the Coast Guard's two designated high-injury sites with further reducing their injury rates, although both sites achieved their goal.

Over the past several years the Coast Guard has stressed risk management: balancing mission, environment, and expected outcomes to achieve the best results with the lowest risk. Risk management principles are beginning to take root in both Coast Guard policy and culture. Team Coordination Training and Crew Resource Management concepts maximize the impact each member of a cutter, small boat or aircraft crew can make on its safe operation. This risk management approach enables us to improve our readiness, to emphasize the growth, development and well being of our people, and to reinforce our stewardship of the public trust.

## **INTRODUCTION**

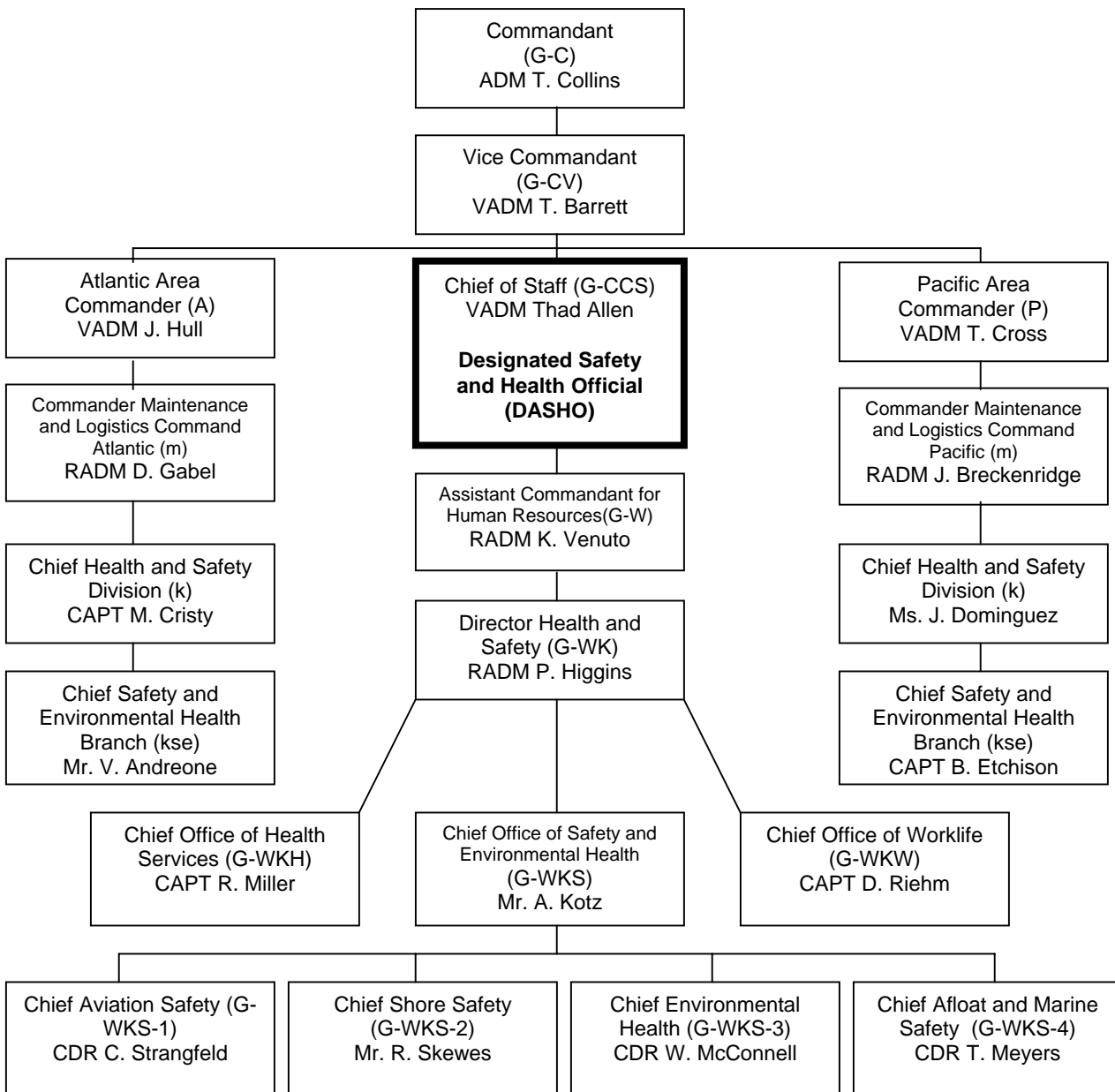
Coast Guard safety and environmental health policy is written by the Office of Safety and Environmental Health (SEH) at headquarters. SEH policies are implemented in the field by the two Maintenance and Logistics Commands, MLCPAC (Pacific) and MLCLANT (Atlantic).

In FY03 the Coast Guard was comprised of a 6,697 member civilian workforce and 38,275 military members, plus an average of 2,103 active duty reservists. We have over 33,000 unpaid volunteer Auxiliarists. Although military members and military-specific operations are not subject to OSHA jurisdiction, the Coast Guard's internal policy continues to apply and meet applicable OSHA regulations and standards. Accordingly, our safety program seeks to protect all members of our diverse workforce from injury and occupational disease, to minimize property losses, and to maintain operational readiness.

The Coast Guard is a military service that is charged with numerous missions: 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, enforcement of environmental and pollution laws, securing of ports and waterways, domestic and international ice-breaking, emergency response, enforcement of commercial vessel safety regulations, and homeland security. Fatigue and unusually long hours accompany many of the missions, especially as a result of significant increases in operational demands in the wake of 9/11/01. These factors present unique challenges to the safety and environmental health program.

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 often operating heavy or complex equipment. To safely carry out missions under such difficult conditions, the safety program relies on military and civilian employees using risk management principles to maximize mission effectiveness while minimizing risks.

# U.S. COAST GUARD SAFETY AND ENVIRONMENTAL HEALTH ORGANIZATIONAL CHART

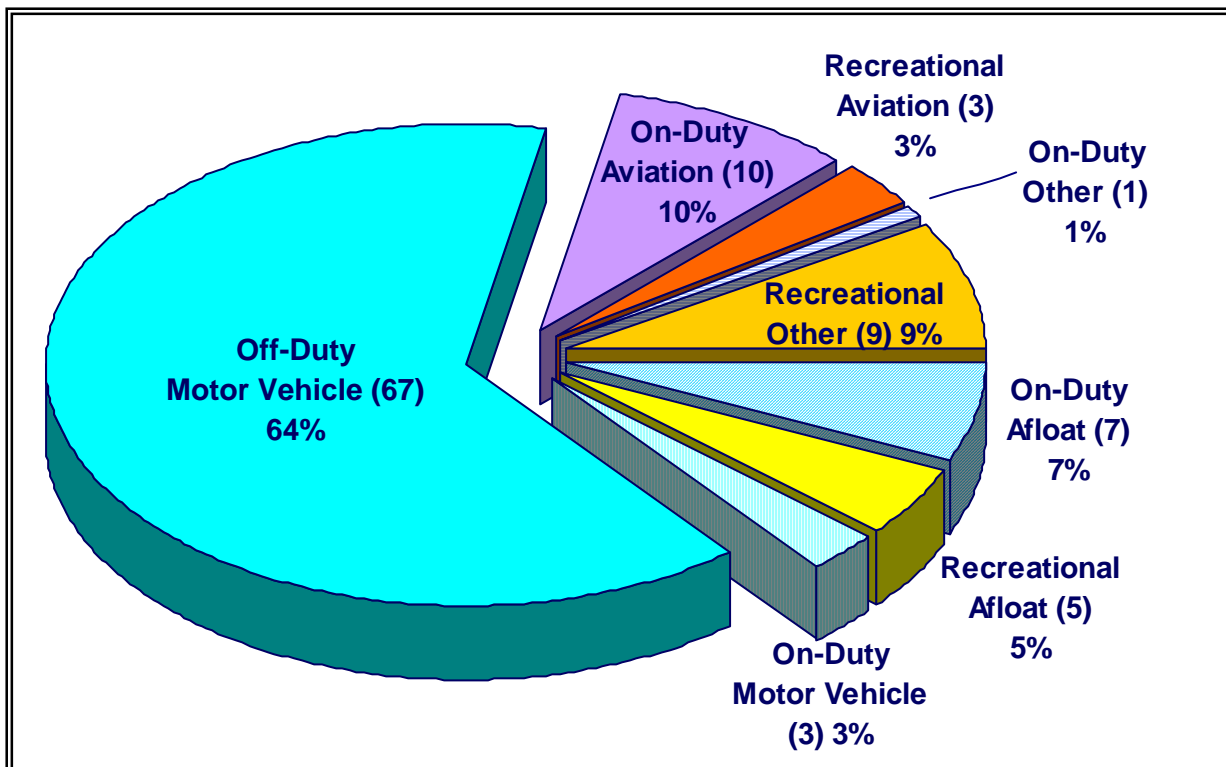


## STATISTICS & ANALYSIS - ANNUAL REPORT TO THE SECRETARY OF LABOR

**1a. INJURY/ILLNESS STATISTICS** - The civilian injury/illness statistics were provided by USCG Human Resources (HR) through DOT WCIS. At this time the USCG's civilian workers' compensation program remains with DOT. The military statistics are from the Coast Guard E-Mishap system.

<b>AGENCY: U.S. COAST GUARD</b>						
	<b>FY98</b>	<b>FY99</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>
Civilian Population	5,686	5,818	5,940	6,022	6,442	6,697 <sup>^</sup>
Military Population	36,491*	36,738*	37,166*	37,153*	39,004*	40,387* (includes an annual average of 2,103 reservists. Does not include 30,000 auxiliaries.)
*Note: Military populations adjusted for Active Duty Reservists. Post 9/11 saw increased Reservist activity in FY02						
<sup>^</sup> Note: FY03 Civilian figures are from Coast Guard Human Resources.						
<b>TOTAL CASES INJURY/ILLNESS (number of injuries/illness with and without days away from work)</b>						
Civilian	432	450	396	333	334	354
Military Total	855	630	790	786	1,175	1,154
Military On-Duty	593	334	376	364	553	521
Reserves On Duty						38
Auxiliarists On-Duty						14
Military Off-Duty	262	296	414	422	622	581
<b>TOTAL CASE RATE (rate of all injury/illness cases per 100 employees)</b>						
Civilian	7.60	7.73	6.67	5.52	5.18	5.29
Military On-Duty	0.91	0.91	0.99	0.98	1.42	1.42
Military Off-Duty	0.72	0.81	1.11	1.14	1.59	1.44
<b>LOST TIME CASES (number of cases that involved days away from work)</b>						
Civilian	272	291	257	233	258	240
Military On-Duty	221	186	170	120	207	280
Military Off-Duty	162	129	115	189	359	348
<b>LOST TIME CASE RATE (rate of only the injury/illness cases with days away from work per 100 employees)</b>						
Civilian	4.78	5.00	4.33	3.87	4.00	3.58
Military On-Duty	0.53	0.44	0.43	0.33	0.53	0.70
Military Off-Duty	0.44	0.35	0.31	0.52	0.92	0.86
<b>LOST WORK DAYS (number of days away from work)</b>						
Civilian	340	427	724	837	569	485
Military On-Duty	1299	1281	1469	753	1030	2,195
Military Off-Duty	1837	1568	1184	2181	3704	1,616
<b>LOST WORK DAY RATE (per 100 Employees)</b>						
Civilian	6.34	7.76	12.52	12.91	8.89	7.24
Military On-Duty	3.10	3.03	3.54	2.09	2.64	5.44
Military Off-Duty	5.03	4.27	3.19	5.87	9.50	4.00
<b>FATALITIES</b>						
Civilian	0	0	0	2 (Auxiliary)	0	0
Military On-Duty	2	0	0	2	0	1
Military Off-Duty	4	7	10	11	9	9

## FATALITY TRENDS FY1994 – FY2003



This look at the Coast Guard's fatality data reveals that for the 105 fatalities--on and off duty--that occurred over the last 10 years, the vast majority (67%) were due to motor vehicle accidents. (For this 10-year period the percentages add up to slightly over 100% due to rounding.)

Since FY94 it is evident that the majority of fatalities occurred to off-duty Coast Guard Members:

- 64% (67 members) were lost to off-duty motor vehicle or motor vehicle-related mishaps.
- 9% (9 members) were lost to off-duty recreational activities.

In FY03 there were 10 fatalities: 1 on-duty military and 9 off-duty military. There were no civilian fatalities. This compares with nine off-duty fatalities in FY02 and a total of 15 in FY01 (2 Auxiliary, 2 on-duty, and 11 off-duty). The FY03 fatalities are broken down as follows:

One On-Duty Fatality – Coast Guard member stopped to assist with a traffic accident, got out of his car and was hit and killed by another car.

- Nine Off-Duty Fatalities -
- 1 – Pedestrian fatality
  - 3 - Vehicle passenger fatalities: Two of the three collisions were alcohol related. In one of the three collisions fatal to Coast Guard Members who were passengers, the driver of the car was the Member's son (who was also killed). In another, a Coast Guard Member who was a rear seat passenger was killed; he was not wearing a safety belt.
  - 2 - Vehicle driver fatalities
  - 3 - Motorcycle operator fatalities

### 1b. OFFICE OF WORKERS' COMPENSATION PROGRAMS (OWCP) COSTS.

<b>AGENCY: U.S. COAST GUARD – Civilian Chargeback and COP Costs</b>						
	<b>FY98</b>	<b>FY99</b>	<b>FY00</b>	<b>FY01</b>	<b>FY02</b>	<b>FY03</b>
<b>Chargeback</b>	\$6,684,969	\$7,129,169	\$7,331,423	\$7,207,731	\$7,844,390	\$7,433,189
<b>Continuation of Pay (COP)</b>	\$401,318	\$403,093	\$385,003	\$419,494	\$382,930	\$321,588
<b>TOTAL: Chargeback + COP</b>	<b>\$7,086,287</b>	<b>\$7,532,262</b>	<b>\$7,716,426</b>	<b>\$7,627,225</b>	<b>\$8,227,320</b>	<b>\$7,754,777</b>

Note: The 2003 DOT/WCIS Chargeback Report listed 861 cases on which payments were made for a total of \$7,433,189. These payments were on cases that occurred in FY03 as well in previous years. DOT/WCIS showed FY03 chargeback costs of \$308,814 for auxiliary cases that are not included in the FY03 total.

### 1c. SIGNIFICANT TRENDS AND MAJOR CAUSES OR SOURCES OF LOST TIME DISABILITIES.

<b>AGENCY: U.S. COAST GUARD</b>		
	<b>TRENDS</b>	<b>MAJOR CAUSES/SOURCES OF EACH TREND</b>
<b>FY03</b>	Vehicle mishaps continue to be a concern, particularly those involving fatalities to off-duty military personnel.	Speeding, driving while fatigued, failure to wear occupant restraints or other PPE, and using alcohol, were factors in over 80 percent of our off-duty vehicle mishaps. The Coast Guard has increased its intervention to educate personnel in the risks associated with off-duty activities.
	Military on-duty lost time cases increased 35%.	Increased operational tempo continues, which increases the risks and exposure to injuries. On the positive side, there were no operational-related fatalities.
	Military off-duty lost time cases decreased slightly after a significant increase in FY02.	Increased emphasis on off-duty activities may be responsible for the decrease.
<b>FY02</b>	After a downward trend since 1998, FY02 saw a 60% increase in on-duty military lost time injuries.	Most likely the increase in operations and the many Reservists activated since 11 Sept 2001 led to the increase.
	Military off-duty lost time injuries nearly doubled.	Most were sports or recreational related. There is evidence that some personnel are employing risk management principles they learned on-duty to their off-duty activities, however there is room for improvement.
	FY02 on and off-duty military total case rates increased.	Improvements in reporting may account for some of this increase, especially in the case of minor mishaps.
	Civilian lost time cases had been trending down but saw a 20% increase in FY02.	A few heavy industrial sites are affecting overall Coast Guard numbers.
	Civilians showed a 32% drop in lost work days.	Lost time cases increased 20% so it most likely that the drop in lost work days was due to the changes in the mishap system and not actually due to a decrease in the number of lost work days.
	Motor vehicle fatalities dropped to 6 and 3 were killed in off-duty recreational riding accidents.	Increased emphasis was placed on motor vehicle safety in FY02.

## **WHAT IS BEING DONE TO REDUCE MISHAPS AND INJURIES?**

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 to identify risks before mishaps occur.

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 on which he/she is a member. It provides every member with 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.

### **On-Duty Military**

The one FY03 on-duty fatality occurred when a Coast Guard member stopped on the side of the road to provide assistance to accident victims and was hit and killed by another car.

FY03 saw a 35% increase in on-duty injuries involving days away from work and a 113% increase in the number of on-duty military days away from work. This is particularly true for the afloat workforce since they continue to operate at an increased tempo due to Homeland Security initiatives. It is possible that the introduction of the new web-based mishap reporting system with its easy reporting procedures may account for some of this increase.

Most injuries were due to slips, trips, falls, hitting heads, pinching fingers and hands in hatches, knife cuts, not wearing eye protection or other PPE, improper procedures, and not maintaining focus on the job or situational awareness in changing environmental conditions.

### **Off-Duty Military**

The total number of off-duty mishaps (581) represents a slight (6.6%) decrease from FY02; however, it is still 38% higher than FY01 figures. The number of mishaps involving lost workdays decreased slightly. The improved mishap reporting system should now allow better identification of causal factors so appropriate prevention measures can be implemented.

The most overwhelming activity resulting in injury to off-duty military Coast Guard personnel continues to be driving private motor vehicles. Actions currently being undertaken to reduce off-duty fatalities include:

- Working with other military services in the DoD Joint Services Safety Committee (JSSC) Traffic Safety Work Group to share best practices, lessons learned, and coordinate program developments.
- Improving communications and providing resources to field units on national campaigns and other traffic safety issues.
- Emphasizing individual responsibility to practice risk management in all activities all the time.
- Emphasizing command responsibility to promote off-duty safety.
- Assessing driver training programs in conjunction with other services.

- Revising traffic safety policy to provide additional field guidance in developing local programs.

Mishap analysis has shown that off-duty motor vehicle fatality causal factors alone or in combination include: fatigue, excessive speed, not using seat belts, alcohol involvement and driving at night and/or in adverse weather, distraction, inexperience (motorcycles), and inadequate personal protective equipment (motorcycles).

A recreational safety checklist, introduced within the last few years, continues to focus attention on personal risk management. An expanded Traffic Safety chapter is nearing completion and will be added to the Coast Guard Safety and Environmental Health Manual, which provides policy and guidance to commands.

## **Civilian**

FY03 civilian statistics showed a 6% increase in the total number of workers' compensation cases but a 7% decrease in the number of those cases that had lost work days. This decrease in cases with lost work days also corresponds to a 17% decrease in the number of lost work days. Overall, these statistics show that even though there was a slight increase in the total number of cases, there has been a decrease in the severity as shown by the reduction in cases that involved lost work days as well as a decrease in the number lost work days.

Most civilian injuries occurred at the Coast Guard Yard in Baltimore and the AR&SC in Elizabeth City, NC. In addition to Baltimore and Elizabeth City, the Boston, Cape Cod, Petaluma, New London, and Portsmouth locations had total civilian case rates above 5.0. Plans are to focus on these locations addressing more effective safety support and medical case management.



**SHARE  
SAFETY, HEALTH, AND RETURN TO EMPLOYMENT  
(Formerly Federal Worker 2000)**

**(SHARE focuses on Coast Guard Civilian Employees)**

**Goal 1a – Reduce 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.**

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

<b>Goal 1a – Reduce the Total Case Rate per 100 employees AGENCY: U.S. COAST GUARD (Civilians Only)</b>									
FY97		FY01		FY02		FY03		Was Goal Met in FY03?	
Baseline	Goal	Actual	Goal	Actual	Goal	Actual	Yes	No	
6.21%	5.85%	<b>5.28%</b>	5.68%	<b>5.18%</b>	5.51%	<b>5.29%</b>	X		

The goal was met. There were 354 total civilian cases (354 x 100 / 6,697 = 5.29%). The civilian Total Case Rate goal for FY04 is 5.35%.

**Goal 1b - Improve the timeliness of reporting of injuries and illnesses to the Department of Labor by 5 percentage points per year based on FY98 rates. (Improvement means the rates increase.)**

<b>Goal 1b – Improve timeliness of reporting injuries/illnesses to Dept. of Labor (CA-1 &amp; CA-2) AGENCY: U.S. COAST GUARD (Civilians Only)</b>									
	FY98 % in 14 Days	FY01 % in 14 Days		FY02 % in 14 Days		FY03 % in 14 Days		Was Goal Met in FY03?	
	Baseline	Goal	Actual	Goal	Actual	Goal	Actual	Yes	No
<b>USCG Civilian</b>	20.5%	35.5%	<b>66%</b>	40.5%	<b>64.3%</b>	45.5%	<b>72%</b>	X	
<b>USCG Auxiliary</b>	17.%	32.7%	<b>43.5%</b>	37.7%	<b>56.3%</b>	42.7%	<b>57%</b>	X	

The Civilian FY03 goal was met: 249 out of 348 cases were filed within 14 days. Civilian FY04 Timeliness goal is 50.5%. This data was provided by Coast Guard's Human Resources Dept.

The Auxiliary FY03 goal was met: 8 of the 14 cases were filed within 14 days. Auxiliary FY04 Timeliness goal is 47.7%. This data was provided by Coast Guard's Human Resources Dept. (DOT/WCIS data showed that three of the 14 cases involved lost work days.)

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

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

Goal 2 - Reduce the Lost Time Case Rate per 100 employees									
AGENCY: U.S. COAST GUARD (Civilians Only)									
Work Site Location	FY96 Baseline	FY01		FY02		FY03		Was the FY03 goal met?	
		Goal	Actual	Goal	Actual	Goal	Actual	Yes	No
Baltimore	12.64%	10.10%	11.47%	9.09%	12.58%	8.18%	7.96%	X	
Elizabeth City, NC	6.14%	4.98%	5.64%	4.43%	6.19%	3.99%	3.87%	X	
# Employees		FY01		FY02		FY03 (as of 10/31/03)			
Baltimore		N/A		N/A		788 (+ 192 non-permanent)			
Elizabeth City		N/A		N/A		560 (+ 35 non-permanent)			

Baltimore is commended for reducing its Lost Time Case Rate by 20.29% as well as meeting its FY03 goal. According to DOT/WCIS statistics, Baltimore had 135 total injuries with 78 having lost time (78 x 100 / 980 = 7.96%). Baltimore's FY04 goal is 7.36%.

Elizabeth City is also commended for reducing its Lost Time Case Rate by 33.6% as well as meeting its FY03 goal. According to DOT/WCIS statistics, Elizabeth City had 29 total injuries with 23 having with lost time (23 x 100 / 595 = 3.87%). Elizabeth City's FY04 goal is 3.59%.

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

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

Goal 3 - Reduce the Lost Production Day (LPD) Rate per 100 employees									
AGENCY: U.S. COAST GUARD									
	FY00 LPD Rate	FY01		FY02		FY03		Was Goal Met?	
		Goal	Actual	Goal	Actual	Goal	Actual	Yes	No
Civilians	12.52%	12.27%	12.91%	12.02%	8.89%	11.78%	7.24%	X	
Military On-duty	3.54%	3.47%	2.09%	3.41%	2.64%	3.34	5.44%		X

Civilian goal was met. There were 485 civilian LPD (485 x 100 / 6,697 = 7.24%). The civilian FY04 goal is 11.54%.

Military On-Duty goal was **not** met. There were 2,195 military on-duty LPD (2,195 x 100 / 40,385 = 5.44%). The military On-Duty FY04 goal is 3.23%.

## 2. FY03 SAFETY AND OCCUPATIONAL HEALTH PROGRAM ACCOMPLISHMENTS

### a. Job health and safety awareness and hazard recognition information and training

The Unit Safety Coordinator's Course continues to provide safety awareness and hazard recognition training for collateral duty safety officers.

### b. Assessing the effectiveness of our safety and occupational health programs

- 1) We are in the process of updating and revising our Safety Management Evaluation Program. As a first step we have consolidated the checklist evaluation forms used for self-auditing.
- 2) We have begun a major revision of the program used to assess the effectiveness of the MLC (Atlantic and Pacific) Safety and Environmental Health Programs.

### c. Hazard Identification, assessment, and resolution of safety and health problems Prevention (Recognition) and Control

- 1) Published new chapters for the Safety and Environmental Health Manual
  - a) Chapter 4, Occupational Health
  - b) Chapter 5, Environmental Health
- 2) Distributed the following Instructions for review by MLCs; currently in concurrent clearance
  - a) 6260.1 – Lead, Asbestos, and Radon Instruction has been through the concurrent clearance process and is virtually ready for release.
  - b) 6260.2 – Respiratory Protection Instruction was submitted to the MLCs, their comments have been received and are being reviewed. The next step is to send the Instruction through the concurrent clearance process.
- 3) Completed a revision of Chapter 12, Medical Manual, adding two new protocols:
  - a) Radiation Exposure - Includes both ionizing and non-ionizing radiation and establishes guidelines for aviation exposures and occupational accidents.
  - b) Blood Borne Pathogens - Cites specific guidelines on Hepatitis and HIV for occupational workers, migrant operations, and search and rescue.

### d. Data Systems

- 1) Provided support for the development of a web-based E-Mishap Reporting System to make mishap reporting more user friendly, to provide consistent and accurate data, and to create more thorough reports. This system made its debut in early FY03.
- 2) Completed an extensive revision of Mishap Reporting Forms/Medical Officer's Mishap Report, Enclosure 3 of the SEH manual. Approximately 11 forms were revised to meet the Commandant's guidelines following the Niagara mishap. Changes were incorporated into a CD format and sent to all Medical Officers and Safety Officers. These forms constitute the basis for the medical officer's data gathering and reporting of Coast Guard mishaps as a member of the Safety Board.

**e. Occupational Safety and Health (OSH) Training**

- 1) Trained over 1,753 personnel in safety and environmental health topics at a cost of \$2.3 million.
- 2) Established and funded five new Emergency Response courses in response to 9/11/01.
- 3) Incorporated qualitative fit testing of N95 respirators into the Unit Safety Coordinator Course in response to 9/11/01.
- 4) Increased safety training efforts for vehicle drivers and motorcycle operators
  - a) MLCLANT trained instructors in American Automobile Association (AAA) and National Safety Council (NSC) Driver Improvement Training. MLCPAC provided onsite training for units during safety visits or upon the request of the unit.
  - b) MLCLANT provided information to units on available motorcycle safety training at military and non-military locations.
- 5) A Joint Military Services training team, chaired by the Army, was formed. The Coast Guard is an active participant on this team and the group is currently pursuing methods to incorporate risk management in all aspects of training.
- 6) Developed human factors training curriculum for flight surgeons, including a CD with human factors information and mishap analysis data.

**f. Management Leadership and Employee Involvement**

- 1) Coast Guard Commandant, Admiral Collins, continuously expressed his commitment to the well being of Coast Guard personnel in Coast Guard-wide safety-related messages and initiatives.
- 2) Annual ALCOAST messages (to the entire Coast Guard) from Headquarters Flag Officers and similar District level messages stress command and individual roles and responsibilities in managing risks both on and off duty. Particular attention continues to be given motor vehicle mishaps.
- 3) SEH Team formed to support the Deepwater acquisition efforts in human factors, system safety, occupational safety, environmental health, and training.
- 4) The use of seat belts, child safety seats, motorcycle, and bicycle personal protective equipment improved and is well above the national average. According to a survey conducted of Coast Guard personnel, 89% wear their seat belts, which compares favorably with the national average of 79% seat belt use. The Coast Guard survey also found that 96% wear personal protective equipment when operating a motorcycle.

**g. Unique or significant accomplishments**

An E-mishap system was implemented that allows for web-based reporting, tracking, and trending of civilian and military injuries and illnesses, as well as vehicle and vessel mishaps.

**3a. FY04 COAST GUARD SAFETY & ENVIRONMENTAL HEALTH PROGRAM  
ANNUAL OSH PLANS, GOALS AND OBJECTIVES**

- a. Complete the revision and update of the Safety and Environmental Health (SEH) Manual (COMDTINST M5100.47).
- b. Develop and promulgate a unit level SEH inspection e-tool.  
To begin this process, a meeting was held 12/03 to review and consolidate current inspection checklists.
- c. Invigorate, expand and publicize Coast Guard SEH web presence.  
All web sites for the SEH Office and its Divisions are in the process of being totally revised and updated.

### **3b. FY05 AND BEYOND – OFFICE OF SAFETY AND ENVIRONMENTAL HEALTH GOALS, OBJECTIVES, AND STRATEGIES**

The goals, objectives and strategies presented for FY04 will essentially continue through FY05 and FY06. Exact timing of activities involving additional resourcing will be dependent on approval of funding or deferral or cancellation of funding proposals.

Involvement of all levels of the chain of command is essential to manage risks and reduce mishaps. We will initiate new efforts to achieve that involvement.

With the size of the Coast Guard's workforce increasing to manage 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. To achieve its mission, the Coast Guard must sustain mission capability and readiness with properly trained and equipped personnel as it transitions into the Department of Homeland Security.

Safety related issues include the protection of Coast Guard forces. Extensive efforts continue in safety Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive (CBRNE) support. 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 and delivering specialized training requirements.

### **4. COMMENTS, REQUESTS AND RECOMMENDATIONS FOR CONSIDERATION BY OSHA'S OFFICE OF FEDERAL AGENCY PROGRAMS (OFAP) FY04**

With the increased emphasis on managing and reducing workers' compensation injuries and illnesses, it would be most helpful if OWCP and OSHA used one management information system to report, manage, track, and trend workers' compensation cases. We have held discussions on this issue and the Coast Guard Safety and Environmental Health Office is willing to assist in this process.

We applaud the Office of Federal Agency Programs for its determination in expanding federal agency programs to include the use of 29 CFR 1904 Recordkeeping. Requiring federal

agencies to use the OSHA 300 Log will facilitate the capturing and recording of lost and restricted workdays. This will enable agencies to accurately identify trends so they can reduce injuries and illnesses. This will be an opportunity for safety and health professionals in federal agencies to shift their focus away from COP (continuation of pay) when they try to measure lost workdays. COP is a financial mechanism and has no relevance when trending lost and restricted workdays.