

Hazard Abatement Plan - Thirtymile Fire

Enclosure # 8



United States
Department of
Agriculture

Forest
Service

Pacific
Northwest
Region

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Route To:

Subject: Supplemental Safety Standards for Supervisors and Managers

To: Forest Supervisors and Directors

The Department of Agriculture requires that the performance of all Forest Service employees be measured using a generic set of performance standards and elements. These elements include a standard specific to supervisors and managers, Element 4: Leading, Coaching, Supervising, Developing, and Promoting Equal Employment Opportunity/Civil Rights. Element 4 includes a standard that states, "Holds employees accountable for achieving desired results and workplace conduct and cooperation, working safely, and maintaining a safe work environment".

When the generic standards were implemented in Fiscal Year 1998, Region 6 established supplemental safety standards for Forest Supervisors. This year, for FY 2002, new supplemental safety standards were developed and incorporated in Forest Supervisor performance expectations. These standards are as follows:

Supplemental Safety Standards for Forest Supervisors :

- **Leadership:** Safety leadership is demonstrated by personal involvement, provision of resources (staffing, training, equipment, etc), communication of safety expectations, and recognition of pro-active safety accomplishments.
- **Planning:** A process is in place to ensure that Line Officer approval of work plans requires identification and allocation of the resources necessary to ensure a safe work environment and safe work practices.
- **Monitoring:** Implementation and effectiveness of safety practices are monitored; incidents involving injury or potential of injury are investigated to determine contributing factors and corrective actions are identified and implemented.

As another step toward full implementation of the R6 Safety Strategy, we are now moving to a more meaningful measurement of supervisory/managerial safety performance at all levels. The following supplemental safety standards tier off the Forest Supervisor standards and should be applied consistent with the assigned responsibilities and authorities of each supervisor and manager:

Supplemental Safety Standards for R6 Supervisors and Managers:

- **Leadership:** Safety leadership is demonstrated by personal involvement, provision of resources (staffing, training, equipment, etc), communication of safety expectations, and recognition of pro-active safety accomplishments.



- Planning: Work plans identify employee protection needs and the resources necessary to ensure safe work environments and safe work practices.
- Monitoring: Implementation and effectiveness of safety practices are monitored; incidents involving injury or potential of injury are investigated to determine contributing factors and corrective actions are identified and implemented.

These supplemental standards should be discussed with your subordinate supervisors and managers during the FY 2002 mid-year performance review. The standards must be implemented and discussed with employees no later than June 30.

The addition of these supplemental standards is not intended as a paperwork exercise. The foundation of the R6 Safety Strategy are managers and supervisors at all levels who understand and fulfill their responsibility to “furnish employees employment and a place of employment which are free from recognized hazards that are causing or are likely to cause death or serious physical harm.” Using the performance measurement system as a tool to ensure that supervisors/managers are fulfilling their responsibilities is one more way that we can all accomplish the R6 Safety Goal, “To Protect Employees from Exposure to Hazards”.

The R6 Safety and Health Staff is currently scheduled to present five sessions of “Safety for Supervisors and Managers,” combined with workshops on safety planning and incident investigations. This training will support the understanding and application of the new supplemental performance standards. The sessions are scheduled for various locations around the region from mid-April until June. As demand warrants, additional sessions can be scheduled. Please contact your unit Safety Manager for more information.

If you have any questions, please contact Temple Tait-Ochs at 503-808-2626 or Jim Reim at 541-517-3698.

/s/ Gary L. Larsen (for)

HARV FORSGREN
Regional Forester