



DEPARTMENT OF THE NAVY  
OFFICE OF THE SECRETARY  
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WASHINGTON DC 20350-1000

SECNAVINST 12810.2  
ASN (M&RA)  
11 December 2009

SECNAV INSTRUCTION 12810.2

From: Secretary of the Navy

Subj: FEDERAL EMPLOYEES' COMPENSATION ACT

Ref: (a) Title 5, United States Code, Chapter 81  
(b) DoD 1400.25-M, Subchapter 810, of 12 Apr 05

1. Purpose. To establish Department of the Navy (DON) policy for administration of the Federal Employees' Compensation Act (FECA) for civilian employees in accordance with references (a) and (b).

2. Background

a. The FECA provides monetary compensation, medical care and assistance (attendant allowances), vocational rehabilitation, and reemployment rights to Federal employees who sustain disabling injuries as a result of their Federal employment. FECA also provides for a fixed payment for the deceased employee's funeral expenses and for compensation benefits to qualified survivors of the decedent in cases of employment-related death. In 1974, FECA was amended, increasing benefits and significantly changing the law by adding provisions, such as continuation of pay and claimant's choice of physician.

b. The FECA program is financed by the Employees' Compensation Fund, which consists of funds appropriated by Congress, directly or indirectly, through a chargeback to the various agencies. Each year, the Secretary of Labor furnishes a statement to each Department of Defense (DoD) Component of payments made from the fund. These costs are charged back to each DoD Component. The DoD Components include FECA costs in their budget requests and use the resulting sums to reimburse the fund for these charges.

c. As costs of workers' compensation benefits continue to grow, the need for a consolidated approach by all DON activities to reduce costs and to improve program management has become

necessary. Each human resources office (HRO) will designate a staff member as injury compensation program administrator (ICPA) to oversee the program, to coordinate the efforts of all involved management officials, and to ensure optimum effectiveness in program administration.

d. The Safety, Health and Return to Employment (SHARE) initiative was launched in 2004 with the purpose of reducing occupational injuries, illnesses and fatalities within the Federal Government. The initiative established four goals in the critical areas of safety, health and injury case management, with performance measured based on improvement from a baseline of Fiscal Year 2003:

(1) Reduction of total case rates for injuries and illnesses by at least 3 percent per year;

(2) Reduction of case rates for lost time injuries and illnesses by at least 3 percent per year;

(3) Increase in the timely filing of injury and illness notices by at least 5 percent per year; and

(4) Reduction of the rates of lost production days due to injuries and illnesses by at least 1 percent per year.

e. The Federal Government made great strides toward meeting all four goals by the end of the first 3 years of the initiative. As a result, SHARE was extended, reaffirming the Administration's commitment to improving workplace safety and health conditions for Federal workers, while also reducing the financial costs to America's taxpayers. Current SHARE metrics may be viewed at:

<http://www.dol.gov/owcp/dfec/share/perform.htm>.

### 3. Responsibilities

a. The Deputy Assistant Secretary of the Navy (Civilian Human Resources) will ensure that the FECA program is effectively administered in the HRO in compliance with references (a) and (b).

b. The Director, Office of Civilian Human Resources, will designate a staff member as the Headquarters ICPA. The

Headquarters ICPA monitors numbers and types of injuries and associated costs for the DON. The Headquarters ICPA provides technical advice and assistance to the activity ICPAs.

c. Directors of Civilian Personnel Programs will ensure that the policies and procedures in FECA matters within their respective commands are in compliance with this instruction.

d. Directors of HROs will ensure that the policies and procedures in FECA matters are in compliance with this instruction.

4. Action. Commanders, commanding officers, heads of commands and activities, officers-in-charge, managers and supervisors with FECA responsibilities shall take necessary actions to implement the provisions of this instruction.

5. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy Manual 5210.1 of November 2007.



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