



DEPARTMENT OF THE ARMY
THE ASSISTANT SECRETARY
INSTALLATIONS, ENERGY AND ENVIRONMENT
110 ARMY PENTAGON
WASHINGTON DC 20310-0110

SAIE-ZX

30 MAR 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Safety Directors are Members of the Commanders' Special Staff

1. Safety is a commander's program and the commander requires a direct line of timely and unfiltered information from their personal and special staffs to ensure decisions are made based upon factual relevant information. Unfortunately, we are finding in many cases that safety directors and managers are being buried organizationally by being placed under staff elements with multiple layers between them and the commander or his chief of staff.
2. Our Army Safety Program Regulation, AR 385-10 para 1-4y (3), states that commanders and directors of Army Commands, Army Service Component Commands, Direct Reporting Units, Field Operating Agencies, and the Chief, National Guard Bureau will ensure that the command safety director has direct reporting responsibility to the commander and be designated as a member of the special staff. It further states that the safety director and staff will serve as principal advisor to the commander in all safety and occupational health related matters of mission execution.
3. Placing the safety office outside the special staff sends the wrong message to the entire command and hampers the execution and capabilities of this vital office. It is my expectation that commanders at all levels will take their safety responsibilities to their Soldiers, Army Families, Civilian and contractor workforce very seriously. Ensuring that the safety director is a member of the commander's special staff is a simple, yet meaningful means to ensure commanders and leaders are making fully informed safety and risk management decisions.
4. Emphasis from commanders on their safety programs is a key factor in the Army's successful mission accomplishment, and improving the ability to get clear, unfiltered information will help us to continue improving Army safety. Army Strong!

A handwritten signature in black ink, appearing to be "Katherine Hammack", written over a horizontal line.

Katherine Hammack

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Tab B

y. Commanders and directors of Army commands, Army service component commands, direct reporting units, field operating agencies, and the Chief, National Guard Bureau. Commanders and directors of ACOMs, ASCCs, DRUs, FOAs, and the Chief, NGB will—

- (1) Establish, emphasize, resource, evaluate, and ensure a vital, organization-wide safety program.
- (2) Designate a qualified safety professional as the command safety director and the primary point of contact (POC) for all aspects of the command safety program.
- (3) Ensure that the command safety director has direct reporting responsibility to the commander and designation as a member of the special staff.

Source: AR 385-10 • 23 August 2007/RAR 4 October 2011, Page 9