

United States Government

Department of Energy

Oak Ridge Operations Office

# memorandum

DATE: June 13, 2003

REPLY TO  
ATTN OF: M-1:Boyd

SUBJECT: **FEDERAL EMPLOYEE OCCUPATIONAL SAFETY AND HEALTH PROGRAM**

TO: All ORO Federal Employees

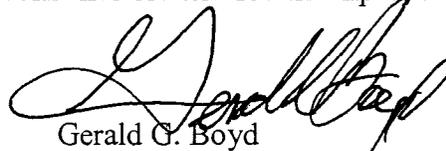
The right of Federal employees to be provided with a safe and healthful workplace is guaranteed by law and by Executive Order 12196. I am, therefore, reminding each Federal employee of their safety and health responsibilities as outlined in 29 CFR Part 1960.

We have recently reinstated a joint management/employee Safety and Health Committee to help put the program back on track. Supervisors' and managers' performance plans have been updated to include safety responsibility for their employees. Organizational Managers will also participate with inspectors in inspections of their areas and in meeting the requirements for Worker Protection Management of Department of Energy (DOE) Federal and Contractor Employees as stated in ORO Order 440, Chapter I.

We encourage each of you to participate fully in all safety activities. A group of dynamic, energetic people are participating on the Safety and Health Committee. We urge each of you to seriously consider getting involved by being ever mindful of safety hazards and doing your part to eliminate them.

Every employee can help make the Federal safety and health program a success by developing a good safety attitude on the job and accepting ownership of safety responsibilities. You should also immediately report any unsafe or unhealthy working conditions to your supervisor, the Building Manager, Information Resources Management Division, at 576-0586, or the Federal Employee Occupational Safety and Health Program Manager, at 576-0836. It is imperative that each supervisor and employee take direct responsibility for the safety and health within the workplace to comply with the standards, rules, regulations, and orders issued by DOE applicable to his/her own actions and conduct. This includes the use of equipment and other devices and procedures provided or directed by DOE and necessary for their protection.

Working together, we can make a safer work environment for all employees.



Gerald G. Boyd  
Manager