



Colonel Joseph E. Galvin
Commanding Officer
Headquarters and Support Battalion
Marine Corps Installations-East
Marine Corps Base, Camp Lejeune



Safety Policy

Standard. Safety is focused on protecting the Headquarters and Support Battalion's most valuable asset – the individual Marine/Sailor/Civilian Employee. Safety must be an integral part in how we conduct business. Every member of this command is a safety representative. We will establish and maintain a safety culture that preserves all resources through Risk Assessments, reinforces safe behavior on- and off-duty, and results in enhanced readiness.

Focus = Operational Excellence. The Marine Corps Safety Management System (MCSMS), MCO 5100.29C, contains provisions which are applicable to all military and on-duty civilian personnel across the command. "Operational Excellence is the professional, efficient, and expert execution of our warfighting missions, functions, and tasks. It demands a culture of continuous improvement and the pursuit of the highest standards. It requires vision and decisive action from every Marine. Specifically, Operational Excellence requires understanding there is a right way to do things, knowing what that way is, and the conscious choice to do things the right way, every time." This provides a framework for managing Safety and Occupational Health (SOH) risks and opportunities by outlining four pillars of SOH management. We will effectively manage risk by employing the following:

Training: Our training, professionalism, discipline, and maturity are key elements in mitigating risks associated with our line of work. Marines/Sailors/Civilian Employees must understand how to conduct risk assessments and make safe decisions. To mitigate potential hazards both on- and off-duty, we will utilize various risk management tools to forecast hazards and implement viable controls to reduce risk and take a proactive stance. Leave and Liberty checklists, Joint Risk Assessments, and Force Preservation Counsel are the fundamental tools to promote our safety effort.

Planning: We will use Risk Assessments in everything we do in H&S Battalion. Faithful application of Risk Management principles in all stages of planning, transition, execution, and decision-making, is the single greatest factor to ensuring every team member makes it home safely to their friends and family each night

Supervision: Training and planning efforts are useless if leaders fail to properly supervise their subordinates. Leaders at all levels are empowered to halt and adjust personal, training, or operational plans when faced with unexpected risks or changes in operations. Do not risk more than you can afford to lose; acceptance of risk does not justify the results if you jeopardize safety. Remember – everyone is a safety officer. If you see an unsafe condition, say something immediately.

Goal. The pursuit of safety and force protection is one of many critical endeavors where it is virtually impossible to accurately quantify degrees of success. **The Battalion's safety goal is to minimize serious injury, loss of life, or destruction of equipment, material, or infrastructure to the highest extent possible.** This goal demands a focused, collective effort and requires the full participation of each Marine/Sailor/Civilian Employee.

Bottom Line. Be vigilant and safe. Positively contribute to a culture of safety in this Command. Always keep Safety and Risk Mitigation as a pillar of every mission.

A handwritten signature in black ink that reads 'Joseph E. Galvin'.

Colonel Joseph E. Galvin
Commanding Officer
Headquarters and Support Battalion