



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT JACKSON  
2400 JACKSON BOULEVARD  
FORT JACKSON SC 29207-5015

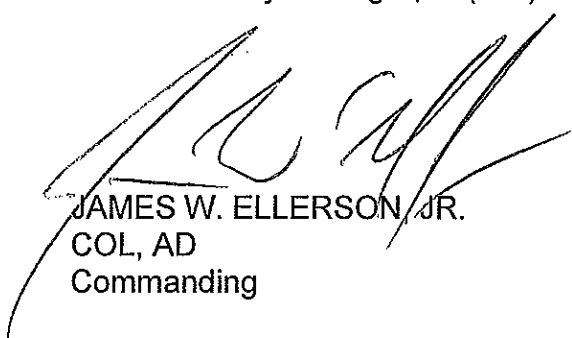
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25 March 2016

MEMORANDUM FOR ALL PERSONNEL, U.S. ARMY GARRISON, FORT JACKSON

SUBJECT: Garrison Commander's Safety Policy Statement

1. I am the safety officer for U.S. Army Garrison, Fort Jackson. I expect every commander, director and supervisor to be a safety officer and take responsibility for the safety of all employees entrusted to their care. Mishap prevention is a leadership responsibility and will be included as a rating element for performance objectives and appraisals.
2. Leadership at every level must empower employees to take actions necessary to eliminate or mitigate hazards in the workplace. All employees in the Garrison shall be thoroughly trained and actively involved in safety initiatives that mishap prevention is an automatic part of their thought process.
3. Communication is essential! Each manager and supervisor is responsible for ensuring that critical safety and health information concerning workplace safety is provided. All supervisors will conduct and document job safety training on all employees. Every workplace will have a written Job Hazard Analysis developed to determine the hazards and manage the level of risks. All supervisors will review their workplace Job Hazard Analysis with their respective employees to communicate job safety procedures. All personnel are expected and required to report suspected mishaps/hazards to their supervisors and/or safety representatives within 24 hours.
4. The expedient identification/resolution of workplace hazards and timely investigation of all mishaps is key to implementing a proactive mishap prevention program. With due diligence, great communication and teamwork we can successfully protect our most precious asset-people. Our military, civilian, and contractor personnel and their families deserve nothing less.
5. The proponent for this memorandum is the Garrison Safety Manager, at (803) 751-2541.

  
JAMES W. ELLERSON, JR.  
COL, AD  
Commanding