



## DEFENSE CONTRACT MANAGEMENT AGENCY

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FORT LEE, VA 23801-1809

JUL 15 2020

MEMORANDUM FOR ALL PERSONNEL

SUBJECT: Director's Safety Policy Statement

DCMA team members are vital to the Agency's success in meeting the needs of the Warfighter. Accomplishing our mission in an environment safe for every team member will always be the number one priority, anchored in a proactive approach to all facets of safety management. As Director, I am ultimately responsible for the safety of all team members; therefore, I expect all DCMA team members to understand, promote, and implement this policy. Key concepts to maintaining DCMA's safety culture of high importance include:

- Understanding the benefits of reduced team member injuries and illnesses
  - Fostering higher productivity
  - Leading to a reduction in workers' compensation and insurance claims
  - Evolving from regulatory compliance to a Safety Management System (SMS)
- Providing technical expertise through the Safety and Occupational Health Division (TDSO)
  - Analyzing hazards and mishaps
  - Conducting audits and work area assessments
  - Providing SMS and training to keep all DCMA team members vigilant and up-to-date in workplace safety practices and operations

An effective safety program requires a team effort with strong commitment to continuous improvement of our workplace safety. Each DCMA team member will take ownership of the values and principles driving our safety and occupational health program: embracing responsibility, authority, and accountability for the safety and health of our most valuable resource, our team members.

A proactive safety culture starts with me. I will lead by example and expect my Senior Leadership Team, Managers, Supervisors, and Team Leads to do the same. Every Leader will be accountable for the safety and health of their team members and to comply with applicable policies and procedures. DCMA team members are charged with developing their own safety and health knowledge to recognize hazards and report dangerous workplace conditions. Each team member is expected to adhere to all safety requirements, including timely completion of mandatory safety training, reporting mishaps, and correctly using personal protective equipment. Promoting safety and health is the fundamental core of our mission, so I ask for both: your compliance and your commitment.

A handwritten signature in black ink, appearing to read "D. G. Bassett".

David G. Bassett  
LTG, USA  
Director