



Public



Astronauts and Pilots



<http://www.hq.nasa.gov/safety>



NASA Workforce



High-Value Equipment and Property

**“Mission success starts with safety”**

**Agency Safety Initiative  
and  
Headquarters Safety Briefing**

**Presenters:**

**Jim Lloyd**

**Office of Safety and Mission Assurance and**

**John Wood, Headquarters Operations**

**November 3, 1999**

## **Executive Rollout (2/26/99 SMC Meeting)**

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**NASA will be the nation's leader in safety and occupational health and in the safety of the products and services we provide.**

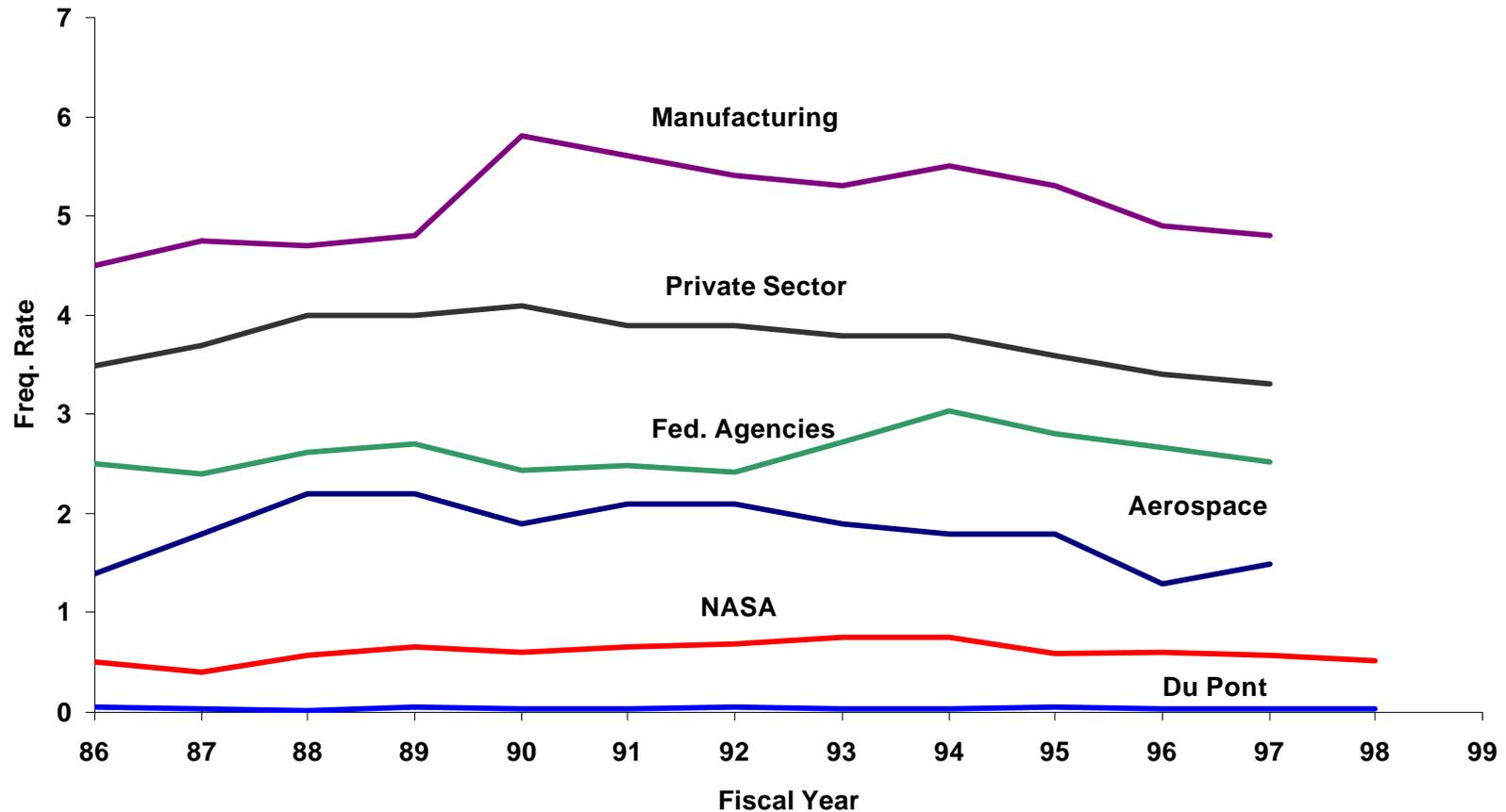
**NASA ensures safety and health for:**

- **The Public**
- **Astronauts and Pilots**
- **Employees**
- **High Value Equipment and Property**

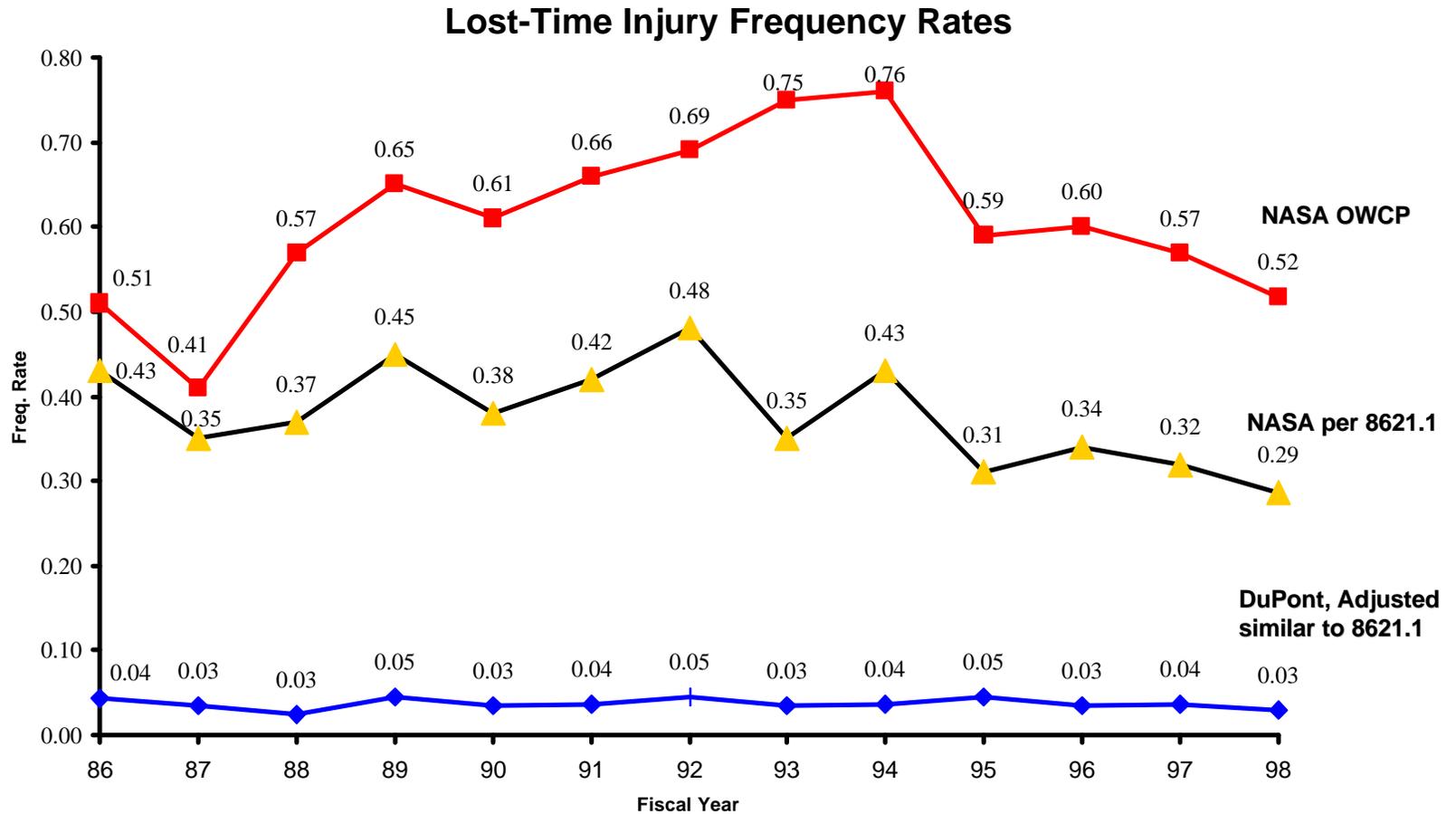
**This is when and where we began to establish the management commitment for this initiative.**

# Current Agency Safety & Health Metrics

**NASA's Safety Performance Lost Time Cases per 100 Employees  
(Data from Department of Labor)**



# Current Agency Safety & Health Metrics



OWCP is Department of Labor Data.

# Expectation

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**Zero mishaps in the NASA workplace.**

**In addition to saving lives and reducing human suffering due to NASA mishaps, this will lead to a “production” environment that will produce better product at a higher level of quality.**

# What is our workplace?

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**The Agency safety and health program promotes and ensures safety and health**

**...and is applied throughout the NASA workplace in or on:**

**Earth**

**Low Earth Orbit**

**Troposphere/Stratosphere**

**Deep Space**

# **World Class Safety & Health Program**

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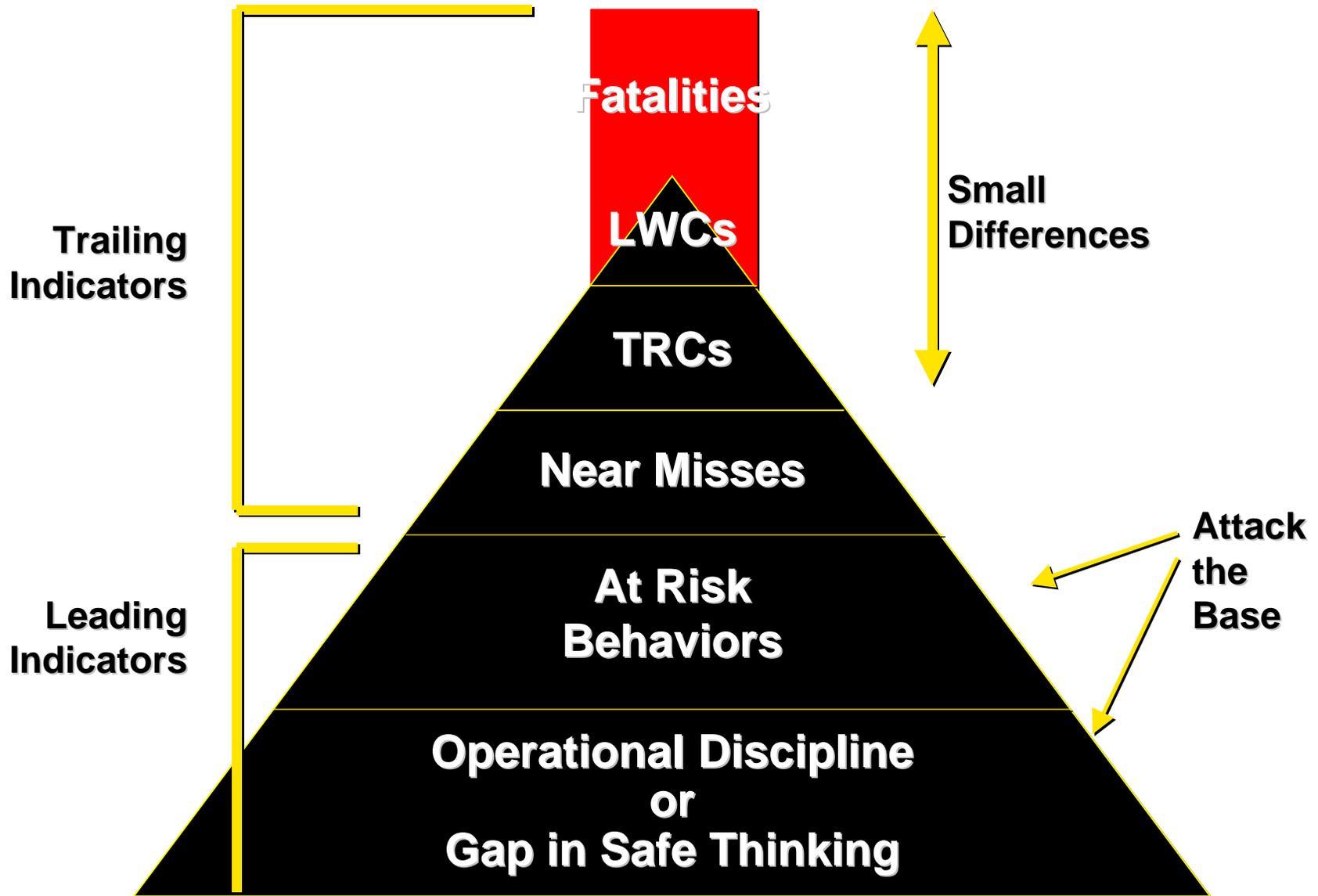
## **Core Process Requirements (CPRs):**

**CPR 1 Management Commitment and Employee Involvement**

**CPR 2 System & Worksite Hazard Analysis**

**CPR 3 Hazard Prevention and Control**

**CPR 4 Safety & Health Training**



# ASI--Program Evaluation Process



# 1st -- the Self-Evaluation Process Metrics

Data displayed as percentage or percentage points

		Fulfilled	CAP	Metric
<b>1)</b>	<b>Management Commitment &amp; Employee Involvement:</b>	<b>76%</b>	<b>75%</b>	<b>46%</b>
(i)	Worksite Policy Documentation	91	100	45
(ii)	Clear Goal Established & Communicated	77	91	55
(iii)	Full Management Involvement in Implementation	68	91	45
(iv)	Full Employee Involvement in the Safety Program	55	91	55
(v)	Assigned/Communicated Responsibilities	73	91	36
(vi)	Authority and Resources Provided	86	91	36
(vii)	Professional Safety and Health Staff	100	100	55
(viii)	Center Staff Held Accountable	45	82	45
(ix)	Annual Reviews Conducted	91	100	45
<b>2)</b>	<b>System &amp; Worksite Hazard Analysis:</b>	<b>78%</b>	<b>72%</b>	<b>57%</b>
(i)	Baseline Surveys Completed and Updated	64	91	36
(ii)	Analysis Performed for New Work	77	91	36
(iii)	Hazard Analyses Performed for All Jobs	64	91	45
(iv)	Safety & Health Inspections Occur Regularly	95	100	64
(v)	Hazard Reporting System in Place	95	100	55
(vi)	All Mishap/ "Close Calls" Investigated and Hazards Corrected	77	91	91
(vii)	All Injury, Illness, "Close Call" Trend Data Analyzed	73	91	73
<b>3)</b>	<b>Hazard Prevention &amp; Control</b>	<b>90%</b>	<b>86%</b>	<b>36%</b>
(i)	Hazard Id. Process & Measurements Established	91	100	27
(ii)	Facility & Equipment Maintenance Conducted	77	91	27
(iii)	Emergency Preparedness Planning & Training Conducted	91	100	55
(iv)	Emergency Medical Care Program Established	100	100	36
<b>4)</b>	<b>Safety &amp; Health Training</b>	<b>61%</b>	<b>62%</b>	<b>39%</b>
(i)	Employees Trained to Identify, Understand & Prevent Hazards	64	82	45
(ii)	Supervisors Trained to Control hazards	55	82	36
(iii)	Managers Trained to Understand Safety & Health Issues	64	91	36

## **2nd -- the Performance Evaluation Profile (PEP)**

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**The Safety PEP Survey will:**

- **Provides comparative analysis of actual versus intended safety program (Manager versus employee viewpoint)**
- **A uniform approach to evaluating safety & health programs that is consistent with OSHA requirements for VPP certification and NASA system safety program requirements**
- **Assess compliance with NASA & OSHA requirements**
- **Replaces the existing requirements for annual safety program self-assessments with a more simplified process.**
- **Provide a road map for continuous improvement of the Safety & Health Program**
- **Provide a basis for AA and Center Director performance evaluations**

## **2nd -- the Performance Evaluation Profile (PEP)**

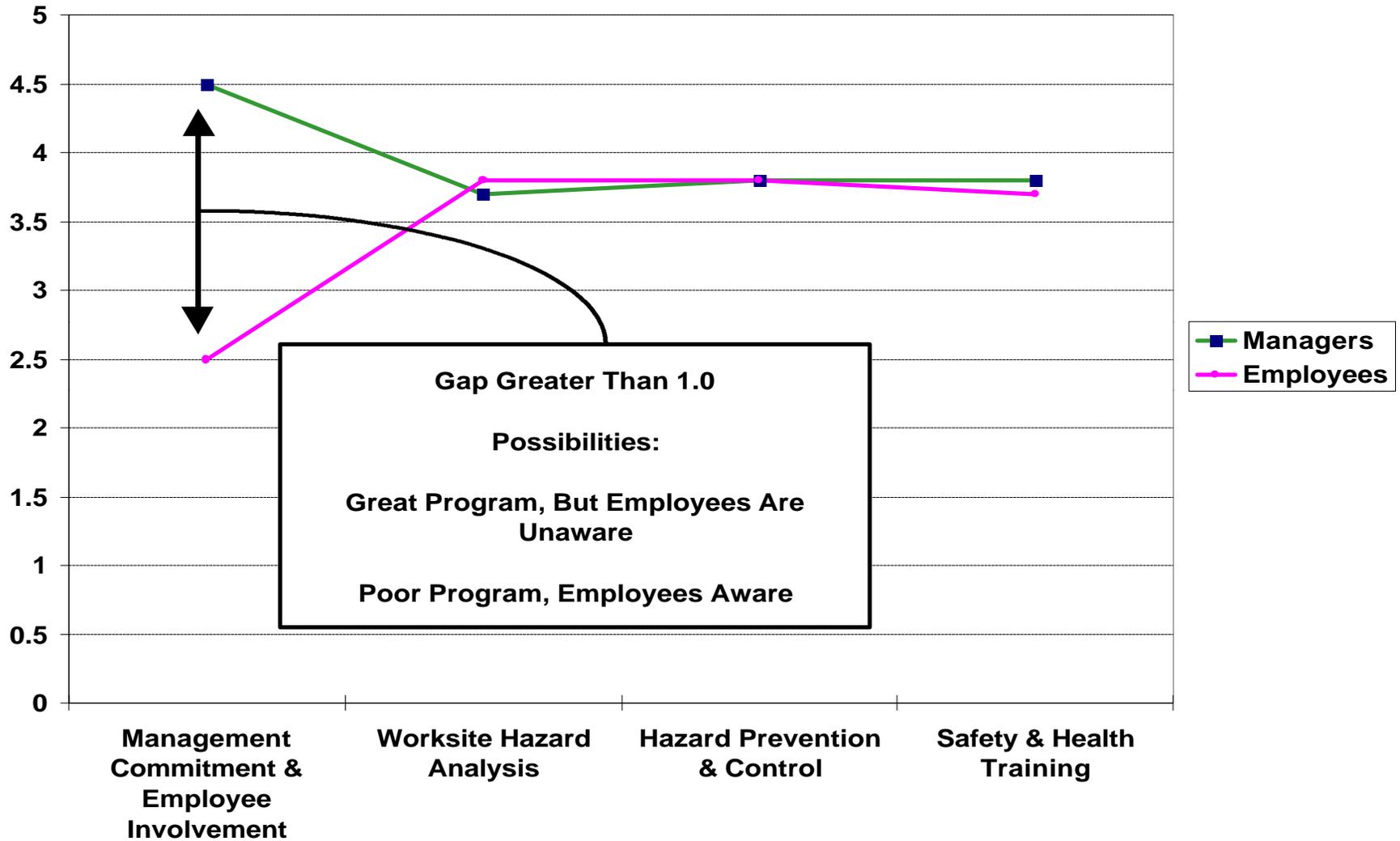
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The PEP survey tool (initiated on Monday here at HQ to be complete by Nov 19):

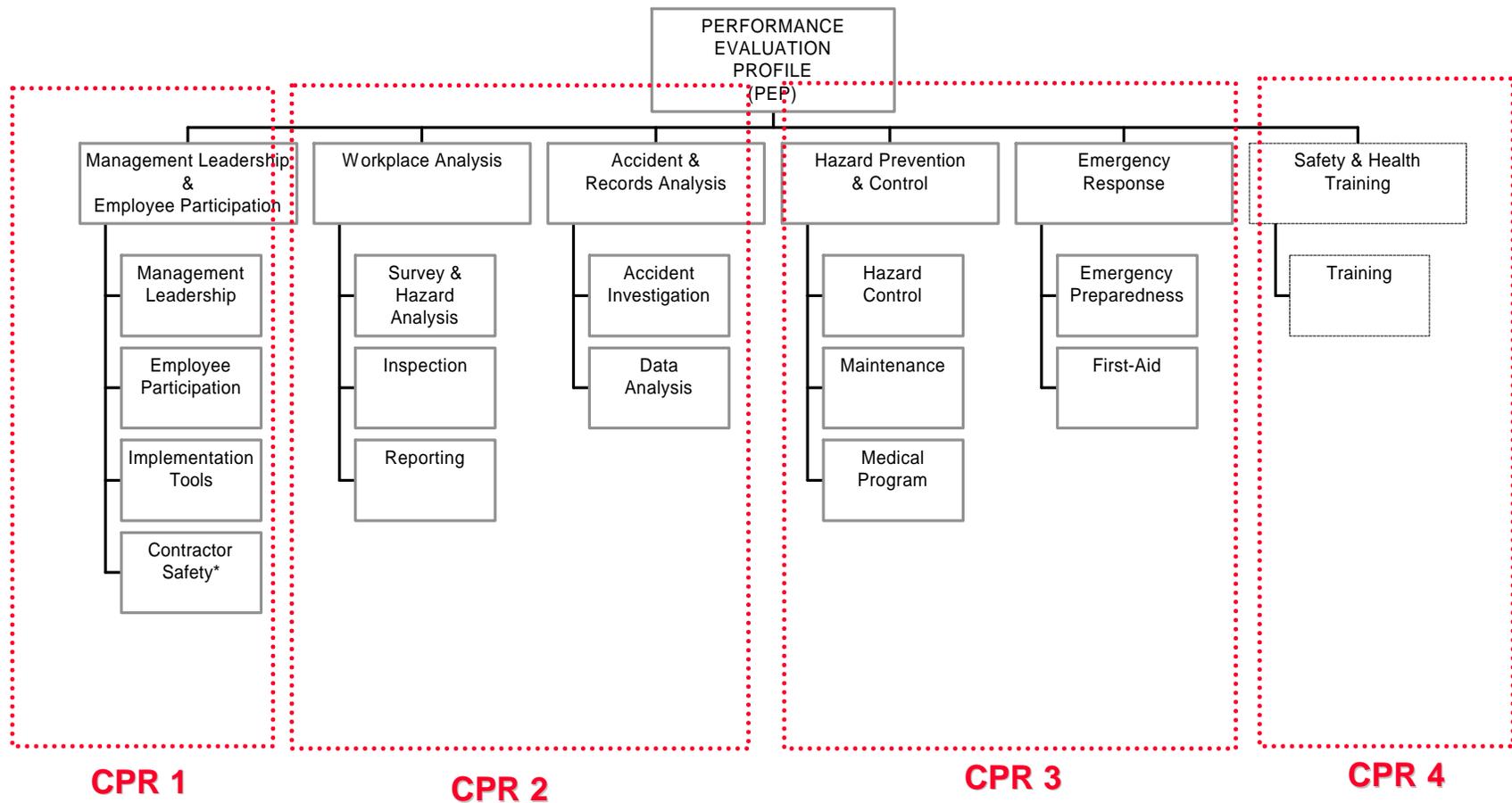
- **Consists of three survey modules:**
  - **Occupational Safety and Health**
    - **Employee \***
    - **Management \***
  - **System Safety**
  - **Facility (to be available soon)**
- **Is available via personal computer via web**
- **Has assessment anonymity**
- **Includes survey assistance (Phone number of 2-3 people to provide assistance)**
- **Requires approximately 15 to 30 minutes to complete**

\* All Civil Service and eventually Contractor managers and employees are to take the PEP survey.

# An Example of a Gap



# Relationship Between the PEP Elements & CPRs



## **3rd -- a Third Party Evaluation**

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- **3rd Party Evaluation is like ISO 9000 3rd party certification**
- **Currently the OSHA Voluntary Protection Program (VPP) is the recognized 3rd party certification for safety programs**
- **There are three levels, Star Certification is the highest**
- **To date, more than 460 private work sites have been accepted into the program. Two federal facilities have now been accepted-- both NASA (NASA's Langley Research Center and Johnson Space Center have received Star Certification)**
- **Like ISO 9000, VPP has elements**
- **The 19 VPP elements are similar to the ASI elements under the four CPRs and we have drawn the traceability**

## What are the VPP Elements?

All VPP Star sites must fully comply with the following elements:

- Management Commitment <sup>1</sup>
- Accountability <sup>1</sup>
- Safety and Health Rules <sup>1</sup>
- Low Injury Rates
- Employee Participation <sup>1</sup>
- Self-Inspections <sup>2</sup>
- Employee Hazard Reporting System <sup>2</sup>
- Accident/Incident Investigation <sup>2</sup>
- Hazard Analysis Procedures and Reviews <sup>2,3</sup>
- Safety and Health Training <sup>4</sup>
- Preventive Maintenance <sup>3</sup>
- Emergency Programs and Drills <sup>3</sup>
- Health Program <sup>1</sup>
- Personal Protective Equipment<sup>3</sup>
- Pre-use Analysis <sup>2</sup>
- Contractor Safety
- Medical Program <sup>3</sup>
- Adequate Resources (Staffing & funding) <sup>1</sup>
- Annual Safety and Health Self-Evaluation <sup>1</sup>

Additionally, Federal sites, must comply with 29 CFR 1960 (Occupational Safety and Health requirements for federal work sites)

*Number indicates match to NASA's Safety Core Process Requirements (CPR's)*

# Suggested Enterprise Expectations \*

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## Enterprise Specific Safety and Health Strategy meetings (next 6 months)

- Led by Enterprise AA and direct reports
- Identify and address specific issues and constraints to achieving success
- Address approaches for achieving Agency safety and health goals and objectives
- Further define and implement actions that will optimize the Initiative for the Enterprise
- Enterprise ASI conferences (safety & health meetings) with AA's discussing safety and health with their direct reports
- Appointing an Enterprise Safety and Health Director
- Follow up with Center ASI conferences with Center Directors discussing safety and health with their direct reports

\* From February 26, 1999, NASA Senior Management Meeting on Agency Safety Initiative (ASI)

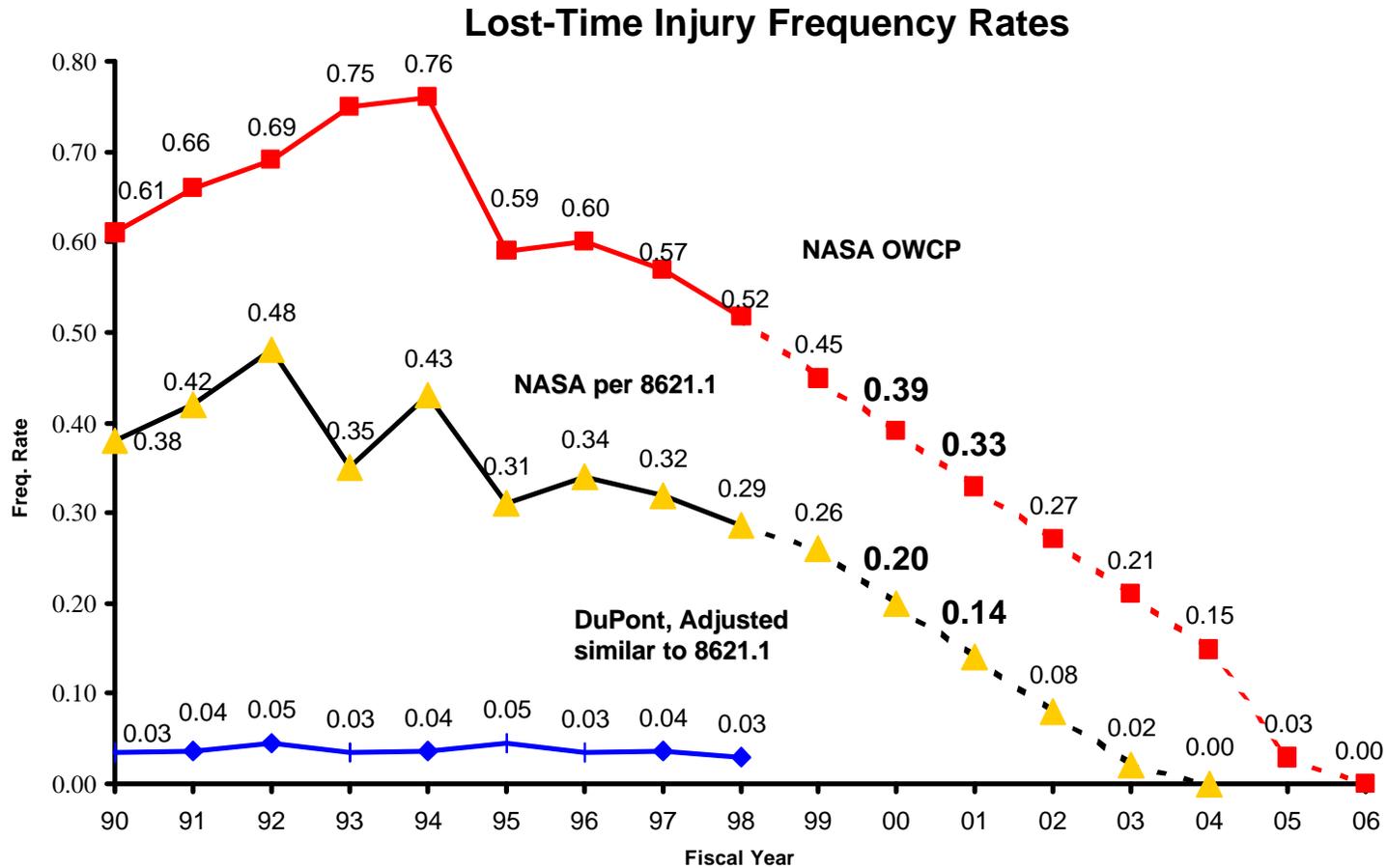
# Suggested Enterprise Expectations

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## Annual Enterprise Safety and Health Reports

- **Performed by the Enterprise AA; given to the Administrator soon after the end of the Enterprise AA's rating period; starting this fiscal year**
- **Addresses progress against the Agency goals**
- **Includes specific actions taken to overcome problems and hurdles for achieving success**
- **Establishes the further integration of the 4 Safety and Health Core Process Requirements (CPRs) into the organization's business management processes**
- **As the ASI program matures, additional metrics will be needed to aid in making decisions that increase our chances for success and reduce costs associated with mishaps**

# FY 2000/2001 Goals



OWCP is Department of Labor Data.

# Enterprise Performance Goals

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The proposed critical element for the FY 00 performance plans for Enterprise Associate Administrators and the Associate Administrator for Headquarters Operations is:

The Associate Administrator is expected to:

1. Meet the Agency lost-time case rate goal of 0.20 lost time injuries per 200000 work hours (FY 00)
2. Improve the Enterprise (or Headquarters) safety PEP score from the baseline data collected in 1999.

## Summary

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- **NASA is increasing its expectation of our safety program.**
- **Administrator and top management are [passionately] involved.**
- **There are 4 basic core processes identified.**
- **There is a graduated process of assessment being performed.**
- **Employees and management are included as key participants in the initiative.**
  - **Work closely together to communicate safety program expectations and aggressively identify and solve problems.**
  - **Work in conjunction with the safety organization at each level for a coordinated effort.**

**“Mission success starts with safety”**