FY 2008 United States Coast Guard Annual Occupational Safety and Health Report to the Secretary of Labor
(Comprehensive Report)

Name of Department/Agency: **United States Coast Guard**
Address: **2100 2nd Street SW, Washington, D.C. 20593**
Number of federal civilian employees this report covers: **7,437**

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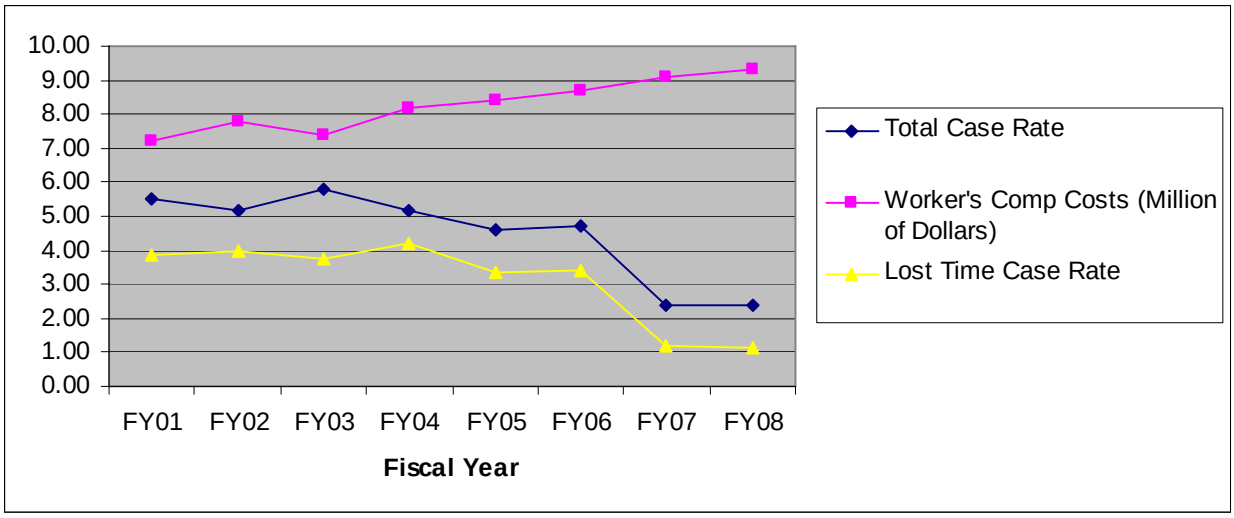
Executive Summary

Statistics

- **Injury and Illness Trends—**

	FY 2007	FY 2008	Change
Number of Federal Civilian Employees	7372	7437	65
Total Cases Injury/Illness	175	178	3
Total Case Rate	2.4	2.4	0
Lost Time Cases	85	84	-1
Lost Time Case Rate	1.2	1.13	-0.07
Total Chargeback	$9,148,013.84	9,254,643.55	106,629.71 (1.2% increase)

The number of total and lost time injury and illness cases and rates held steady from FY 2007 to FY 2008. The total worker's compensation costs were up, and have been increasing over time as the injury and illness rates have been steady. The increase in number of days hospitalized (2 in 2007 and 27 in 2008) as well as the increasing cost of medical care in the United States is thought to account for at least some of the increase.



The areas of greatest concern involved the more ergonomically-related injuries, including sprains (not back) injuries and back sprains. Sprains (not back) accounted for the most common type of injury, with the total percent of cases in FY 2008 (20.1% of all injuries) increasing from 16% in FY 2007. The number of back sprains increased slightly less, moving from accounting for 13.9% of the total cases in FY 2007 to 16.6% in FY 2008. The costs associated with back sprains accounted for the largest percent of total costs for all injuries (20.1%) increasing from FY 2007 118% while the cost for sprains (not back) decreased 38%. The aging workforce conducting physical labor is potentially impacting the elevated numbers of sprains (not back) and back sprain injuries. Some of the cost and lost work time may also be associated with longer healing time for the aging workforce.

Contusions, Lacerations and Traumatic Injury combined accounted for more than one third of all injuries in FY 2008, an increase of 4.8% from FY 2007. Contusions, within this group of injuries, had the highest increase in percent of total cases, moving from 6.8% in FY 2007 to 12.1% in FY 2008. Conversely, though, the percent of total costs related to contusions decreased. The injury type contributing to the largest increase of overall cost was lacerations. The total number of lacerations from FY 2007 to FY 2008 held steady (10.3% and 11.8% of total number of cases, respectively), but the cost increased from being 2.2% to 8.1% of the total costs (an increase of 268%). Many younger workers at Coast Guard industrial facilities, such as those involved in student training and apprenticeship programs, are more likely to experience fractures and lacerations, resulting in this trend. Senior workers, although perhaps more vulnerable to ergonomic physical stressors, have learned to avoid physical impact related injuries.

"All Falls" accounted for the largest cause and cost of injury (21.4% of total injuries and 26.8% of total costs), up from 17.5% and 19.6%, respectively, in FY 2007. Injuries from "Handling Tools or Instruments" represented the second largest cause of injury, similar to FY 2007, but there was a decrease in overall number of cases and cost associated with this causal type. A new top causal type of injury for FY 2008 (not included in FY 2007 numbers) was "Handling Machinery" which accounted for 9.3% of all injuries, an increase of 138% from FY 2007. Unlike in FY 2007, when the costs associated with "Handling of Packaged Materials" saw the

most significant decline in cost, this type of cause saw the highest increase in cost, moving from 2.2% to 8.0% of total cost (an increase of 264%).

A few of our civilian employees conduct emergency response and disaster recovery operations, but the Coast Guard's electronic mishap reporting system does not differentiate them or their injuries/illnesses from other employees in the database. Furthermore, there is no means of annotating these types of mishaps to differentiate them from other mishaps. For example, the nature of the injury may be a sprained ankle that is caused by someone falling off a ladder. The database only captures this basic information, not whether the employee was climbing the ladder to board a vessel during a routine inspection or to board a sinking barge during a response. Therefore, neither the exact number of employees who conducted emergency response and recovery operations nor the injuries/illnesses that occurred during those operations can be accurately calculated.

The numerous policies, programs and initiatives in place throughout the Coast Guard to control negative trends appear to be positively impacting injury and illness trends. Corresponding to the downward trend in injuries and illness, however, is an upward trend in workers compensation costs. The upturn is likely related to the upward trend in the cost of medical treatment and the aging workforce in the United States.

The framework for a safe and healthy work environment for all personnel begins with Coast Guard leadership; however, ownership is at all levels, a paradigm embraced by Coast Guard members. Coast Guard Headquarters continues to use data as the basis for determining the safety program's way forward; field level components provide on-site support to units around the country. Field level support includes assessment of policy and program implementation, risk assessment and management, hazard tracking and abatement, safety stand downs, and training.

All reportable mishaps are investigated to identify root cause, are documented in the e-Mishap on-line reporting system and then incorporated into the OSHA 300 Log. While the most serious mishaps always receive intense scrutiny, there is also substantial effort focused on the less serious mishaps and near misses to intervene proactively before a more serious outcome occurs.

- **Fatalities and Catastrophic Accidents—** There were no fatal or catastrophic incidents involving civilians in FY 2008.

OSH Initiatives

Safety, Health, and Return-to-Employment (SHARE) Initiative — The Coast Guard met all four Department of Homeland Security SHARE goals in FY 2008, but did not meet, as an individual component of DHS, the Presidential goals as established by Secretary Chao's 2006 Memorandum. The Coast Guard established its Headquarters SHARE Working Group in mid-2008 with representatives from the safety, human resources and medical offices. Coast Guard field organizations with higher civilian populations have instituted return-to-employment practices and case management through collaboration between their safety, human resources and medical staffs.

- **Motor Vehicle/Seat Belt Safety—** There was one motor vehicle mishap involving a Coast Guard civilian in FY 2008. The employee was wearing a seatbelt but still incurred a back injury. The combined (civilian and military) Coast Guard seat belt use rate for the FY 2008 survey totaled 95.7%, up from FY 2007's total of 92%. FY 2008 survey did find 100% of child passengers properly secured, though, up from 99.5% in FY 2007. The FY 2008 rate also surpassed the national average of 82% but fell short of the 100% goal. The survey did not discern whether the seat belt user was a civilian or military Coast Guard employee.

- **Recordkeeping Requirements—**The Coast Guard utilizes an on-line mishap reporting system, e-Mishap, that enables expedient reporting of mishaps and serves as a repository for mishap data. The mishap reporting system also generates the recording and recordkeeping forms required under 29 CFR 1904.29, with the exception of the OSHA Form 301, *Incident and Illness Incident Report*. The mishap data is used to conduct trend analysis to obtain critical information that enables the Coast Guard to develop targeted intervention strategies. The analyses use both lagging and leading indicators. Leading indicators result in a more proactive approach whereby high potential and near-miss mishaps are analyzed and trends identified to prevent future mishaps that result in more serious outcomes. Safety personnel work jointly with the operational, engineering and acquisition communities to develop optimal solutions for eliminating or mitigating risk.

  Through FY 2008, the e-Mishap system has resulted in identification of numerous emerging trends, identified by not only Coast Guard safety professionals, but also by the Coast Guard operational elements, resulting in data driven intervention solutions. The system also enables the Coast Guard to respond to data calls from internal and external sources to provide data in a timely manner.

- **Employee Support**— There are approximately 110 formal Coast Guard safety and health (including emergency response focused) courses, with 53 directly sponsored through the Coast Guard Safety and Environmental Health Program. Training includes classroom, practical and web-based training.

  In addition to the extensive safety and health training for its civilian and military members, the Coast Guard provides multiple opportunities for professional development of its safety and health practitioners through the year. The safety and health program provides funding for attendance at conferences and courses. Additionally, the Coast Guard provides funding for two active duty personnel per year to attend an industrial hygiene / environmental health graduate school program; there is immediate benefit realized by both the civilian and military members as more educated practitioners are available to manage and implement field-level safety and health programs.

  Coast Guard safety and health professionals at the headquarters and field levels are actively engaged in supporting the OSHA Federal Safety and Health Councils (FSHC). Examples include: one Coast Guard civilian in the Hampton Roads, Virginia area serves as the FSHC Vice President; active duty members serve as a FSHC officers in the St. Louis, Cleveland, and Miami areas; and personnel from the Headquarters Safety and Environmental Health Office attend meetings in the National Capital Region.

The Coast Guard provides multiple opportunities for professional development of its safety and health practitioners through the year.

Major Accomplishments and Goals

Motorcycle Safety Summit

- The major accomplishments in FY 2008 were associated with the motorcycle safety program. From 25-27 August 2008, the Coast Guard held its first ever Motorcycle Safety Summit in Norfolk, Virginia. The USCG safety and motorcycle rider communities gathered alongside the U.S. Navy, U.S. Army, and other governmental agencies, such as the National Highway Traffic Safety Administration to learn about, discuss, and identify possible solutions to mitigate the increasingly negative impact that motorcycle mishaps are having on the mission readiness of USCG units.

- During the summit 40 participants joined together to form working groups, providing valuable input to the sensitive discussion of CG motorcycle safety programs. Collectively, due to the overall enthusiastic participation of the attendees, the working groups were able to develop consensus on a number of contentious issues and identified the next steps in the way ahead for motorcycle safety in the CG. The end result will be a CG motorcycle safety program that reflects the expertise of our motorcycle riders and significantly increases the likelihood of policy and program acceptance in the rider community.

Motorcycle Training Program

- This year the Coast Guard was able for the first time to receive approval and funding to sponsor the motorcycle Basic Rider Course for members and civilians. This course is required by USCG policy for all military members who ride a motorcycle and for all members, including civilians, who ride a motorcycle on a Coast Guard base.

“Don’t Let Your Guard Down” Campaign

- This motor vehicle and motorcycle campaign started in one of the two USCG regions, and it spreading. The campaign’s overarching goal is to reduce motor vehicle mishaps by 25% by increasing the awareness of the issue, distributing promotional materials (e.g. drive safely pins and mouse pads with the logo and leading factors of mishaps), demonstrating a new motorcycle simulator, providing training to USCG employees who want to be certified as Rider Coaches so that they can give motorcycle training, and strongly pushing new AAA Defensive Driving courses and new training videos throughout the USCG.

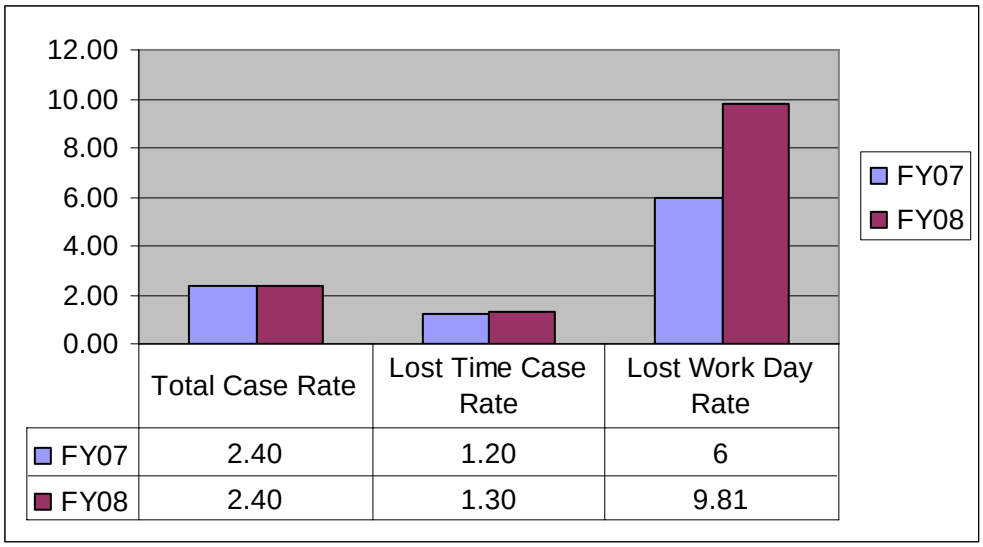
Detailed Report

I. Statistics

A. Injury and Illness Statistics

a. Injury and illness rates

	FY 2007	FY 2008	Change
Number of Federal Civilian Employees, including full-time, part-time, seasonal, intermittent workers	7372	7437	65
Number of Federal Civilian Employees that Perform Emergency Response and Disaster Recovery Operations, including full-time, part-time, seasonal, intermittent workers	Data is not available		
Number of Supervised Contractors that Perform Emergency Response and Disaster Recovery Operations, including full-time, part-time, seasonal, intermittent workers	Data is not available		
Number of Volunteers that Perform Emergency Response and Disaster Recovery Operations, including full-time, part-time, seasonal, intermittent workers	Data is not available		
Total Cases Injury/Illness (number of injury/illness cases—no lost-time, first aid, lost-time and fatalities)	175	178	3
a. Total Injury/Illness Cases Related to Emergency Response and Disaster Recovery Operations (number of injury/illness cases—no lost-time, first aid, lost-time and fatalities)	Data is not available		
Total Case Rate (rate of all injury/illness cases per 100 employees)	2.4	2.4	0
Lost Time Cases (number of cases that involved days away from work)	85	84	(1)
a. Lost Time Cases Related to Emergency Response and Disaster Recovery Operations (number of cases that involved days away from work)	Data is not available		
Lost Time Case Rate (rate of only the injury/illness cases with days away from work per 100 employees)	1.2	1.13	(0.07)
Lost Work Days (number of days away from work)	441	731	290
a. Lost Work Days Related to Emergency Response and Disaster Recovery Operations (number of days away from work)	Data is not available		
Lost Work Day Rate (per 100 employees)	6.0	9.81	3.81



	Total Case Rate	Lost Time Case Rate	Lost Work Day Rate
FY07	2.40	1.20	6
FY08	2.40	1.30	9.81

b. Emergency Response and Disaster Recovery Operations

A few USCG civilian employees conduct emergency response and disaster recovery operations, but the Coast Guard's electronic mishap reporting system does not differentiate them or their injuries/illnesses from other employees in the database. Furthermore, the system does not enable a means to annotate these types of mishaps to differentiate them from other mishaps. For example, the nature of the injury may be a sprained ankle that is caused by someone falling off a ladder. The database only captures this basic information, not whether the employee was climbing the ladder to board a vessel during a routine inspection or to board a sinking barge during a response. Therefore, neither the exact number of employees who conducted emergency response and recovery operations, nor the injuries/illnesses that occurred during those operations, can be accurately calculated.

All employees, civilian and military, receive training on how to conduct emergency response operations. This training is based on the employees' expected levels of participation (e.g. First Responder Awareness Level, First Responder Operations Level, etc.), and each employee must have the training for the activities he/she will be doing prior to actually doing them. Refresher training is given annually as required. Civilian employees who perform active responses, such as a hazmat specialist, or who are involved in post-emergency response/remediation, are attached to Coast Guard units (such as the National Strike Force) that specialize and actively maintain training in emergency response and post-emergency remediation and recovery operations.

c. Facilities with high injury and illness rates

The Coast Guard shipyard (The Yard) and Aircraft Repair and Supply Center are the two main industrial facilities with large numbers of civilians. Both safety programs are making significant progress within their organizations. Both have engaged the leadership and supervisory personnel in understanding their policies and programs, have extensive education and awareness programs, and expend a large amount of time performing workplace risk assessments. In each of the cases where the employee

lost a significant amount of time from work, a corrective action was taken by the command. The actions ranged from counseling to establishing better protocols; in most cases the command conducted training for the employee.

B. Fatalities and Catastrophic Incidents

There were no fatalities or catastrophic incidents involving Coast Guard civilians in FY 2008.

- Fatality and Catastrophic Accident Investigations

There were no fatalities or catastrophic investigations involving Coast Guard civilians in FY 2008.

C. Office of Workers' Compensation Programs Costs

	CBY 2007	CBY 2008
Total Chargeback	9,148,013.84	9,254,643.55
Total Continuation of Pay (COP)1	Data not available	Data not available
Total Chargeback + COP	Data not available	Data not available
Chargeback for Cases that occurred in the CBY	Data not available	Data not available

Note 1: The Coast Guard's new payroll system (since 2006) does not provide this data.

D. Significant Trends and Major Causes or Sources of Lost Time Disabilities

a. Tracking accidents

The areas of greatest concern involved the more ergonomically-related injuries, including sprains (not back) injuries and back sprains. Sprains (not back) accounted for the most common type of injury, with the total percent of cases in FY 2008 (20.1% of all injuries) increasing from 16% from FY 2007. The number of back sprains increased slightly less, moving from accounting for 13.9% of the total cases in FY 2007 to 16.6% in FY 2008. The costs associated with back sprains accounted for the largest percent of total costs for all injuries (20.1%) increasing from FY 2007 118% while the cost for sprains (not back) decreased 38%. The aging workforce conducting physical labor is potentially impacting the elevated numbers of sprains (not back) and back sprain injuries. Some of the cost and lost work time may also be associated with longer healing time for the aging workforce.

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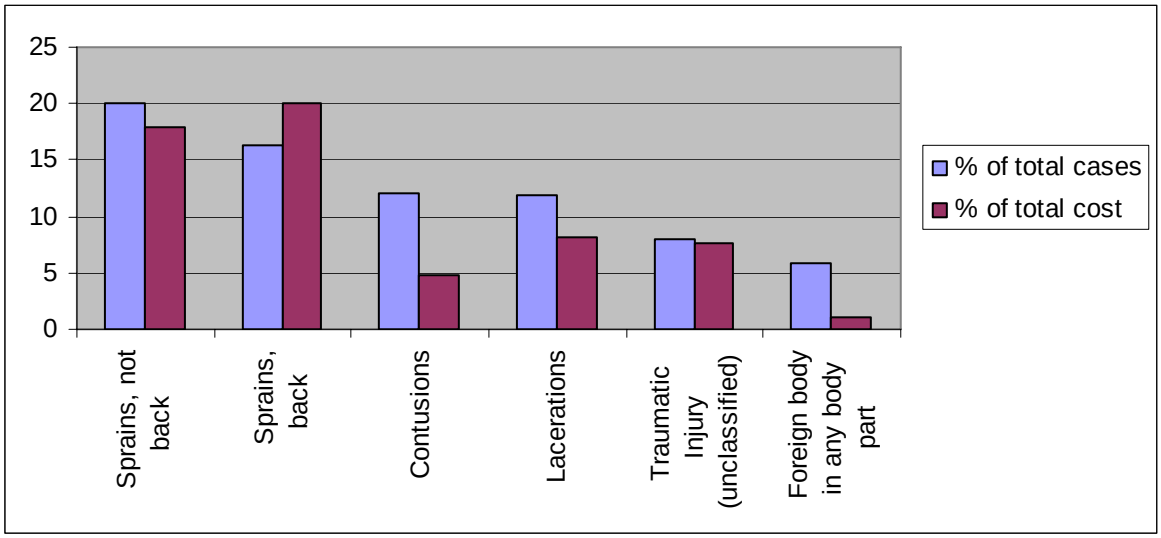
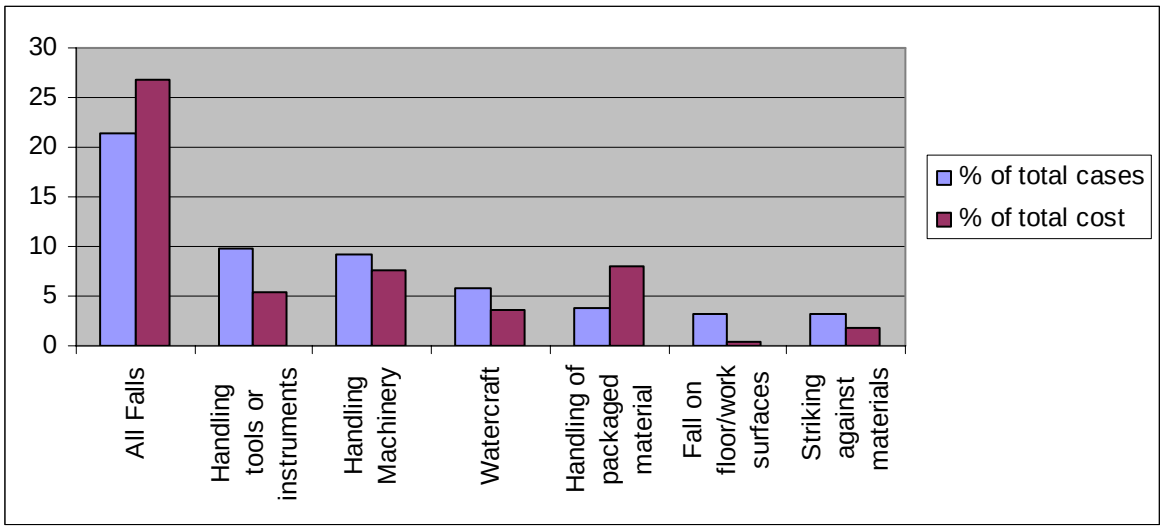
Nature of Injuries



Cause of Injuries



FY 2008 Major Trends			**Description**
Nature (i.e. sprains, contusions, etc.)	**% of Total**	**% of Cost**	**Description of change from FY 2007**
Sprains, not back	20.1	17.9	26% of Total; (38)% of Cost
Sprains, back	16.6	20.1	119% of Total; 118% of Cost
Contusions	12.1	4.7	78% of Total; (28)% of Cost
Lacerations	11.8	8.1	15% of Total; 268% of Cost
Traumatic Injury (unclassified)	8.0	7.6	(25)% of Total; (41)% of Cost
Foreign body in any body part	5.8	1.0	16% Total; 25% of Cost
Cause of Injury (i.e., slips, handling tools, etc.)	**% of Total**	**% of Cost**	
All Falls	21.4	26.8	22% of Total; 35% of Cost
Handling tools or instruments	9.9	5.4	(29)% of Total; (69)% of Cost
Handling Machinery	9.3	7.7	138% of Total; (9)% of Cost
Watercraft	5.8	3.7	16% of Total; (14)% of Cost
Handling of packaged material	3.8	8.0	(12)% of Total; 264% of Cost
Fall on floor/work surfaces	3.2	0.4	14% of Total; (43)% of Cost
Striking against materials	3.2	1.8	78% of Total; 125% of Cost

b. Controlling Trends

The numerous policies, programs and initiatives in place throughout the Coast Guard to control negative trends appear to be positively impacting injury and illness trends. Corresponding to the downward trend in injuries and illness, however, is an upward trend in workers compensation costs. The upturn is likely related to the upward trend in the cost of medical treatment in the United States in general.

The framework for a safe and healthy work environment for all Coast Guard personnel begins with Coast Guard leadership and enjoys ownership at all levels. The leadership continues to be engaged and promote safe and healthy work environments, starting with the Commandant. Coast Guard Headquarters continues to use data as the basis for determining the safety program's way forward; field level components provide on-site support to units around the country. Support includes assessment of policy and program implementation, risk assessment and management, hazard tracking and abatement, safety stand downs, and training.

All reportable mishaps are investigated to identify root cause and are documented in the e-Mishap on-line reporting system and incorporated into the OSHA 300 Log. While the most serious mishaps always receive intense scrutiny, there is also substantial effort focused on the less serious mishaps and near misses to intervene proactively before a more serious outcome occurs.

E. Contract Workers and Volunteers

The number of contractors employed by the U.S. Coast Guard is not available. The Coast Guard Auxiliary, an all volunteer force, includes approximately 31,000 members. In FY 2008, the auxiliary force experienced two mishaps, both involved the Auxiliarists incurring a broken bone from a fall. This number of mishaps is down 66% from FY 2007's six mishaps.

II. OSH Initiatives—SHARE & Motor Vehicle and Seat Belt Safety

A. SHARE—Safety, Health, and Return-to-Employment Initiative

SHARE Analysis - The Coast Guard met all four Department of Homeland Security SHARE goals in FY 2008, but did not meet, as an individual component of DHS, the Presidential goals as established by Secretary Chao's 2006 Memorandum.

1. Reduce total injury and illness case rates by 3% per year.
   The Coast Guard's injury and illness case rates held steady from FY 2007 to FY 2008 (rate of 2.4). Although the rate did not go down 3%, it is well within DHS's targeted goal of 11.6 and is in line with the U.S. Navy's projected TCR of 2.87. The U.S. Navy with the USMC was chosen as an organization to against which

the USCG is compared as it has a similar workforce and work environment as the USCG.

2. Reduce lost time injury and illness case rates by 3% per year.
   The Coast Guard lost time case rates had a slight decrease of 0.07% from FY 2007 to FY 2008. It is well within DHS's goal of 5.08 and is in line with the Navy's projected LTCR of 1.83.
3. Increase the timely filing of injury and illness claims by 5% per year[1]
   This goal was met as the FY 2008 rate of timely was 78.5% (and increase of 7% from FY 2007).
4. Reduce the rate of lost production days due to injury and illness by 1% per year.[2]
   This data is not available due to not having COP data.

b. SHARE Programs/Initiatives
The Coast Guard established its Headquarters' SHARE Working Group in mid-2008 with representatives from the safety, human resources and medical offices. Coast Guard field organizations with higher civilian populations have instituted return-to-employment practices and case management through collaboration between their safety, human resources and medical staffs.

B. Motor Vehicle / Seat Belt Safety

a. Number of motor vehicle accidents experienced by employees in FY 2008. There was one motor vehicle mishap involving a Coast Guard civilian in FY 2008. The employee, who incurred a back injury, was wearing a seatbelt.

	FY 2007	FY 2008	Change
Number of motor vehicle accidents experienced by employees	3	1	(2)
Number of accidents resulting in personal injury	0	1	1
Number of accidents resulting from emergency response and disaster recovery operations	Data is not available.		
OWCP costs of accidents	$1328.79	3584.33	2255.54
Vehicle repair costs due to accidents	Data is not available.		
Amount of liability claims against the agency due to accidents	0	0	0

[1] Under the SHARE extension, which began in FY 2007, all agencies are now required to achieve at least a 50% timely filing rate under Goal 3. Agencies for which a 5% per year improvement from their FY 2003 baseline results in a FY 2008 goal higher than 55% will have their performance tracked against that formula-driven target, except that no agency's goal is required to exceed 95%. In FY 2009, the minimum thresholds will rise to 60%; for each year all agencies must meet the minimum level or their formula-driven goal, whichever is higher, up to a maximum of 95%.

[2] Under the SHARE extension, Goal 4 targets also have been slightly modified. Agencies with a FY 2003 baseline Lost Production Day Rate (LPDR) at or below 15 days are charged with maintaining an LPDR of 15 or less. All other agencies will have their progress measured against the formula-driven target of reducing LPDRs by 1% per year, except that no such target is required to be fewer than 15 days.

b. Mechanisms in place to track the percentage of seat belt usage by employees.

As directed by Executive Order 13043 and Coast Guard Commandant Instruction (COMDTINST) M5100.47, Chapter 10, the USCG performed an Annual Seat Belt Survey at entry points of various Coast Guard facilities nationwide. The survey encompassed Coast Guard military and civilian personnel, Coast Guard military dependents, and contractor personnel. Seat belt use percentages from the various facilities were calculated to provide an annual seat belt use rate for the Coast Guard.

The combined (civilian and military) Coast Guard seat belt use rate for the FY 2008 survey totaled 95.7%, up from FY 2007's total of 92%. FY 2008 survey also found 100% of child passengers properly secured up from 99.5% in FY 2007. The FY 2008 rate also surpasses the national average of 82% but falls short of the 100% goal set by the Commandant. The survey did not discern whether the seat belt user was a civilian, contractor, military Coast Guard employee or dependent.

Coast Guard tracks use of driver and passenger seat belts in motor vehicle mishaps through the Coast Guard E-Mishap reporting system.

c. Efforts taken to improve motor vehicle safety and seat belt usage.

The U.S Coast Guard has implemented an On-Line Defensive Driving Course (DDC) developed by the National Safety Council (NSC). Government Accounting Services partnered with NSC to provide training to all USCG commands that operate GSA contract vehicles. The training has been offered at no cost to all commands to aid in reducing the cost of damage to government motor vehicles, and in FY 2008, 9,000 employees completed the training. Vehicle damage costs exceeded 1.2 million dollars in FY 2008.

The Coast Guard continued to promote the National Driver Safety Campaigns and provided unit level training courses. In FY 2008, Coast Guard field programs conducted and/or coordinated the National Safety Council (NSC) 6-hour Defensive Driving Courses and the Automobile Association of America (AAA) 8-hour Driver Improvement Courses to over 600 military and civilian members, including dependents. In addition, a video lending library containing materials addressing a myriad of motor vehicle safety issues was made available to all Coast Guard units.

The Coast Guard Headquarters Office of Safety and Environmental Health published its FY 2008 ALCOAST Seat Belt Survey message to all Coast Guard units, providing results of the annual seat belt survey and annual motor vehicle mishap numbers including the number of Coast Guard fatalities, days hospitalized and lost workdays of Coast Guard members due to motor vehicle mishaps. The message also contained general orders from the Commandant for all military members to obey all applicable

laws, to wear seat belts in a moving vehicle while on or off duty, and, for motorcyclists, to wear a certified helmet and protective clothing as per Coast Guard instructions regardless of state requirements. The message made it clear that failure to comply with the policy could result in administrative and/or other actions under the Uniform Code of Military Justice. The message also provided references to this year's National Driver Safety Campaign: "Click it or Ticket."

The Coast Guard continued to collect motor vehicle mishap data in the e-Mishap database based on National Highway Transportation Safety Association (NHTSA) data collection criteria contained in the Model Minimum Uniform Crash Criteria. This increased amount and quality of data has allowed for better analysis of mishap casual factors so that Coast Guard education and training resources could be targeted to mishap causes and permit comparative analysis to accident trends in the private sector and government.

The Coast Guard Motor Vehicle Safety and the Mishap Investigation policies (COMDTINST M5100.47, Chapters 10 and 3, respectively) are undergoing revision to reflect the information obtained during the year's motor vehicle and motorcycle mishap investigations. Policy changes include: revision to terminology and policy to ensure alignment with the newly revised Motor Vehicle Manual, COMDTINST M11240.9 (series) (e.g., use of the OF-346 Operator's Permit, emergency vehicles and special purpose motorized equipment (SPME) requirements); change in requirements for reporting government vehicle damage; and, inclusion of specific actions available to Commanding Officers to deal with unsafe drivers.

In 2008, the Coast Guard published a Motor Vehicle Safety message and a Holiday Traffic Safety message providing statistics and precautionary tips for driving during these "higher risk" driving periods and holiday seasons.

In Summer 2007, the Coast Guard commenced with formal, standardized motor vehicle mishap investigations for fatal and serious incidents involving military members in an off-duty status to identify human factors that caused and contributed to each mishap. This effort continued throughout FY 2008. The plight of off-duty motor vehicle mishaps has continued to negatively impact the mission readiness of those units to which these members are assigned. The off-duty motor vehicle mishap investigation and analysis process incorporates motorcycle mishaps, which are a high priority area of interest at all management levels within the Coast Guard and other military services. The Coast Guard has analyzed the results of these investigations and is acting on the mishap analysis boards' recommendations. The resultant initiatives are also being made available to the Coast Guard civilian community.

During FY 2007, the Coast Guard launched the U.S. Army's on-line risk assessment trip planning program, the Army Safety Management Information System (ASMIS) and continued to support this initiative in FY 2008 ensuring that the commands were aware of the on-line tool and encouraging its use. In this system, known as the Travel Risk Planning System (TRiPS), personnel input information on vehicle type, trip

itinerary, and other related information. Personnel receive a hazard assessment of their proposed trip and a list of recommendations to lower the travel risk. As a means of intrusive leadership, supervisors of military personnel using the system review the travel plans with the member and make recommendations to the member on reducing the travel risk. The ultimate purpose of the tool is to ensure supervisors take a keen interest in their employees' travel plans in their off-duty time. The assessment tool is also available to civilian employees.

III. Employee Support

A. OSH Training

There are 112 Coast Guard safety and health (including emergency response focused) courses, with 66 directly sponsored through the Coast Guard Safety and Environmental Health Program. Training includes classroom, practical and web-based training.

In addition to the extensive safety and health training for its civilian and military members, the Coast Guard provides multiple opportunities for professional development of its safety and health practitioners throughout the year.

In FY 2008, Coast Guard safety and health training quotas enabled 18,155 individuals to be trained at a cost of approximately $1.7 million. In addition to classroom and practical training, web-based training and videos were also used, but these numbers are not currently being tracked.

Most employees received their safety and environmental health training at their respective facility/unit. The Yard and Aircraft Repair and Supply Center conducted routine safety and health training for their civilian employees and supervisors. The safety and environmental health field practitioners provided thousands of hours of safety and health training at the field level. Topics covered a myriad of safety and health topics, based on the needs of the unit. Motor vehicle and motorcycle safety have been taught more and more frequently based on the need to emphasize safe driving behaviors.

In addition to the extensive safety and environmental health training for its civilian and military members, the Coast Guard provided multiple opportunities for professional development of its safety and health practitioners throughout the year including attendance at professional conferences and training courses. Additionally, the Coast Guard provided funding for two active duty members and one U.S. Public Health Officer to attend industrial hygiene / environmental health graduate school programs. As more educated risk management practitioners are available to manage and implement field-level safety and environmental health programs, there is an immediate benefit realized by both the civilian and military personnel.

Training programs are continually being developed, updated, and modified to meet the needs of the Coast Guard. Safety education and awareness are also incorporated into Coast Guard leadership training venues. Training is becoming more standardized

to ensure quality and consistency in both instructors and curricula. There is tremendous focus on areas outside of traditional safety topics as well including safety culture-based training such as Operational Risk Management, Crew Endurance Management and Team Coordination Training. Training has been a cornerstone of the Coast Guard's success; the overall small military and civilian population, relative to other U.S. military entities, has enabled the Coast Guard to reach a broad audience well equipped to implement safe work practices on a collective basis to reduce injuries and illnesses in the work environment.

	Types of Training Provided in FY2008	Number Trained
Top management officials	1. Safety Management	Not available
	2. Operational Risk Management	Not available
	3. Human Factors Analysis	Not available
Supervisors	1. Safety Manager	50
	2. Operational Risk Management	Not available
	3. Human Factors Analysis	Not available
Safety and health specialists	1. Amer. Industrial Hyg. Conf. & Expo /PDCs	28
	2. Emergency Response FRO/FRA/WMD[1]	Not available
	3. Safety Manager	10
Safety and health inspectors	1. (See Safety and Health Specialists above)	
	2.	
	3.	
Collateral duty safety and health personnel and committee members	1. Unit Safety Coordinator	229
	2.Shipyard Competent Person	254
	3.Emergency Response Train the Trainer	96
Employees and employee representatives	1. Emergency Response First Responder Awareness	Not available
	2. Personal Protective Equipment	Not available
	3. Hearing Conservation	Not available

Note (1): FRO/FRA/WMD – First Responder Operations/First Responder Awareness/Weapons of Mass Destruction

B. Field Federal Safety and Health Councils

a. Involvement

Coast Guard field safety and health professionals are actively engaged in supporting the OSHA Federal Safety and Health Councils (FSHC) where they are established. For example, one Coast Guard civilian in the Hampton Roads, Virginia area serves as the FSHC Vice President. Other active memberships exist in the following areas: St. Louis, Cleveland and Miami.

b. Field Council Support

Coast Guard safety and health management strongly supports and encourages participation in FSHCs. Coast Guard active duty safety and health professionals are frequently FSHC members and attend meetings as their work and travel schedules permit.

C. Other Support Activities

Professional certification is strongly encouraged. Employees are given opportunities to take certification preparation courses and can access, for free, the preparation study software material purchased by the Coast Guard for its employees.

IV. Self-Evaluations

The Department of Homeland Security conducted a detailed review of the Coast Guard Safety and Environmental Health Program. The results of the DHS Occupational Safety and Health Program Evaluation were overall outstanding; however, it was determined that there are some administrative and programmatic elements that need to be addressed. These include: formally evaluating civilian personnel on how well they meet safety and health program requirements; requiring annual inspections for all offices, not just those at higher risk; conducting self assessment from the Headquarter's level; and lastly, conducting a radiological materials survey.

The two Coast Guard regional safety and health programs conduct program evaluations at the field level on an ongoing basis. Regional level evaluations cover the wide array of Coast Guard safety and health policies, programs, practices, procedures, and worksite conditions. There are approximately 1,200 aviation, afloat, and shore units within the Coast Guard. Each unit has a designated collateral duty safety officer who conducts worksite inspections, and each unit undergoes periodic safety and health evaluations from the field safety and health practitioners.

V. Accomplishments for FY 2008

Motor Vehicle Safety

As noted in the FY 2007 report, the Coast Guard started an extensive overhaul of the motor vehicle safety program commencing with requiring that each serious (Class A or B mishap) motor vehicle incident (including those off-duty) be investigated and analyzed by a Commandant-appointed Mishap Analysis Board. For military members, private motor vehicle and motorcycle mishaps continue to be the number one cause of death or disability. The goal of FY 2007 and FY 2008 mishap boards to identify causal and contributing factors in order to make recommendations for action was met and the effort continues into FY09. The data from the in-depth Mishap Analysis Reports has been analyzed, giving the Coast Guard a much stronger understanding of the issues. For example, it was determined that the highest rate of Class A mishaps (e.g. fatalities) is from off-duty motorcycle incidents. Of the 12 fatalities (all military members) in the Coast Guard in FY 2008, 5 were from motor vehicles and four were from motorcycles. Presuming that less than 10% of the USCG population rides a motorcycle (information gathered from the motorcycle census done in Spring 2008), the rate of motorcycle fatalities is nine times that of motor vehicles. It was also determined that all of the members that died in the motorcycle mishaps were male, 34 years old and younger, and the number one reason for the mishap was a loss of control of the bike (e.g. taking turns too fast). Seeing this data supported the need for the Coast Guard's first ever Motorcycle Safety Summit where military and civilian personnel of all ages and ranks worked together to discuss the way forward for the program.

Motorcycle Census

May-June 2008, the Coast Guard conducted its first census of motorcycle riders and non-riders who were interested in riding. The census was not mandatory, but 4363 personnel (military and civilian) responded with 2981 of those respondents owning and operating at least one motorcycle. The census helped the CG determine where the majority of the bikes are, who rides them, what they ride and whether or not they have had training. The census also asked questions about the behaviors and attitudes of the riders as well their concerns - what they think the greatest risks are to them. This information was found to be very helpful in the correlation of the data with mishap reports.

Motorcycle Safety Summit

From 25-27 August 2008, the Coast Guard held its first ever Motorcycle Safety Summit in Norfolk, Virginia. The CG safety and motorcycle rider communities gathered alongside with the U.S. Navy, U.S. Army, and other governmental agencies, such as the National Highway Traffic Safety Administration to learn about, discuss, and identify possible solutions to mitigate the increasingly negative impact that motorcycle mishaps are having on the mission readiness of our units.

During the summit 40 participants joined together to form working groups, providing valuable input to the sensitive discussion of CG motorcycle safety programs. Collectively, due to the overall enthusiastic participation of the attendees, the working groups were able to develop consensus on a number of contentious issues and identified the next steps in the way ahead for motorcycle safety in the CG. The key goals for FY09, as determined by the working groups, are: 1.a. Hold leadership accountable for their personnel who ride motorcycles but first ensure that they have the tools they need (e.g. training on the requirements, database of riders, training resources for their personnel); 1.b. Include motorcycle safety programs in the unit's formal inspection (add key elements to the shore safety checklist); 2. Initiate a peer to peer program so that the younger riders can mentor each other; 3. Determine what training should be mandatory (for example, basic rider course or its equivalent, is required now) and then provide funding for personnel to take the training.

Motorcycle Training Program

This year, the Coast Guard approved and provided funding to sponsor the motorcycle Basic Rider Course for members and civilians. This course is required by USCG policy for all military members who ride a motorcycle and for all members, including civilians, who ride a motorcycle on any military base.

"Don't Let Your Guard Down" Campaign

This motor vehicle and motorcycle campaign started in one of the two CG regions, and is spreading. The campaign's overarching goal is to reduce motor vehicle mishaps by 25% by increasing the awareness of this issue, distributing promotional materials (e.g. drive safely pins and mouse pads with the logo and leading factors of mishaps), demonstrating the new motorcycle simulator, providing training to CG employees who want to be certified as Rider Coaches so that they can give motorcycle training, and strongly pushing new AAA Defensive Driving courses and new training videos throughout the USCG. One of the key element of this initiative is that it requires Commanding Officers to track

who the motorcycle riders are within their commands and ensure that they have had the required training and obtained the proper endorsement or license.

VI. Resources

The Coast Guard did not have any additional significant resources allocated to the OSH program in FY 2008.

VII. Goals

The movement towards a more data-driven, results-based safety and health program will continue in FY 2009. A new analyst has been hired and this person will be able to perform data mining that will provide timely, consistent and, therefore, more reliable data for trend analysis. The Safety and Environmental Health Program will continue to develop internal requirements for a Risk Management Information System.

The Safety and Environmental Health Program will continue to spearhead the Coast Guard Headquarters SHARE Initiative. The first part of the process will consist of an in-depth analysis of workers compensation and related mishap data to serve as the guideposts for direction.

The engagement in the Coast Guard organizational modernization will continue in FY 2009. The effort will incorporate greater emphasis on the preventative activities to include even greater inculcation of safety within the organizational culture and a focus on a systems safety approach.

Motor Vehicle and Motorcycle Safety will remain a major effort for the Coast Guard in FY 2009. The results of the mishap investigation analyses will provide indications of program direction, in conjunction with input from CG working groups. There will be a concerted effort to quantify efficacy of motorcycle safety training.

Mishap investigations will continue to be a major focus of the Program. There will continue to be emphasis on minor mishaps, high potential mishaps, and near misses towards preventing.

Lastly, during FY 2009, policy re-writes will fully engage field level safety and health practitioners to ensure the policy is driven from the field to meet the needs of the operational organization. This will require establishment of working groups who will meet on a routine basis to formulate the policy.

VIII. Questions/Comments

The Coast Guard does not have any questions or comments.

Appendix I—Subagency Contacts

	Name	Official Title	Telephone	E-mail
Subagency Name:	**United States Coast Guard**			
OSH Manager:	Leslie H. Holland	Chief, Office of Safety & Environmental Health	202-475-5195	Leslie.H.Holland@uscg.mil
Other Contact:	Laura H. Weems	Chief, Shore Safety Division	202-475-5216	Laura.H.Weems@uscg.mil

Appendix II—Fatality Chart *(not applicable)*

Fatalities/ Catastrophic Events	Cause—FY 2008	In response to an emergency? (Y/N)
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		