



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
PSC BOX 20005
CAMP LEJEUNE NC 28542-0005

5100
SAFE
24 MAR 2016

COMMANDING GENERAL'S POLICY LETTER 006-16

From: Commanding General
To: Commanding Officers of Headquarters and Support Battalion,
and Weapons Training Battalion and General and Special
Staff Department Heads

Subj: MARINE CORPS BASE CAMP LEJEUNE SAFETY RECOGNITION AND
REWARD PROGRAM

Ref: (a) BO 12451.4B
(b) MCO 1050.3J

1. Purpose. To establish a safety recognition and reward program to acknowledge and reward outstanding individual contributions that promote a stronger safety culture or identify, prevent, or correct a safety related issue at Marine Corps Base, Camp Lejeune (MCB CAMLEJ).

2. Information. MCB CAMLEJ is actively participating in the Occupational Safety and Health Administration's Voluntary Protection Program (VPP). This bold safety management system is designed to promote safe workplaces and ensures leadership, accountability, and active involvement of employees in the command safety program.

a. Safety cultures consist of shared beliefs, practices, and attitudes that exist at an establishment. Culture, therefore, is the atmosphere created by those beliefs and attitudes that shape our behavior. An organization's values and behaviors modeled by its leaders and internalized by its members serve to make safe performance of work the overriding priority to protect employees.

b. Every day, MCB CAMLEJ personnel, military and civilian alike, are doing the right things to reduce mishaps in the workplace for fellow employees and for their own protection. It is important for leaders to emphasize the importance of recognizing individuals and/or teams for their significant contributions and accomplishments made in the field of safety and mishap prevention.

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3. Action. To enhance my commitment in improving worker safety and health and increase public recognition, I am implementing the Safety Recognition and Reward Program, which allows leaders and supervisors the ability to recognize and reward individuals for significant contributions and accomplishments directly pertaining to VPP safety best practices and mishap prevention.

4. Implementation. Leaders and supervisors will reward individuals with a safety token, which represents safety excellence. For Department of Defense (DoD) civilians, the reward will be processed via Request for Personal Action as an on-the-spot, four hour, time-off award per reference (a). For military personnel, leadership can grant special liberty in accordance with reference (b).

a. This award will be separate from annual and on-the-spot cash and/or time-off awards related to DoD civilian Annual Performance Appraisals submissions.

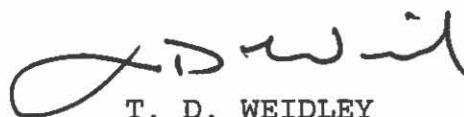
b. The token can be presented by a supervisor to an individual for significant contributions and accomplishments made in the field of safety and mishap prevention, which is demonstrated by proactive measures for risk reduction, hazard identification and/or abatement, and/or continued behavior that promotes a command culture centered on safety excellence.

c. Recipients of this award will submit the token to their immediate supervisor when requesting time-off.

d. The Safety Department will design, fund, procure, and distribute safety tokens to Commanders and General and Special Staff Departments.

e. Safety representatives from each Command and General and Special Staff department will track safety tokens and maintain records of personnel who received them. Records will include the recipient(s) name, date awarded, and reason for award.

5. Point of contact is the MCIEAST-MCB CAMLEJ Director of Safety at DSN 751-5725 or commercial (910) 451-5725.



T. D. WEIDLEY