



DEFENSE LOGISTICS AGENCY
DEFENSE NATIONAL STOCKPILE CENTER
8725 JOHN J. KINGMAN ROAD, SUITE
4616 FT. BELVOTR, VIRGINIA 22060-6223



IN REPLY
REFER TO

DLA/SM

6 January 2017

MEMORANDUM FOR: HQ DLA/SM
MOHA
MOHW
MOSC

SUBJECT: Safety Monitors

Effective January 6, 2016 the following will be designated as safety monitors: Scotia Depot (including Youngstown OH) - Dewey Blair; Hawthorne Depot- Eddie Davis; Hammond Depot - Jesse Casiano; and HQ- Jason Boynton.

Duties in addition to their assigned responsibilities will consist of the following:

1. Conduct weekly inspections of local work areas.
2. Follow-up on deficiencies noted on the Health & Safety Inspections.
3. Report all mishaps to Health & Safety Specialist.
4. Coordinate occupational health program requirements (e.g. annual medical exams).
5. Provide first level of safety and health support for employees and supervisors.
6. Conduct Monthly Safety Meetings, except at HQ.
7. Conduct Monthly Safety Inspections, HQ only.

All persons identified as safety monitors have had required training to accomplish their assigned safety tasks. Further training will be available to them via the Learning Management System.

Gary D. Porter
\S\ Gary Porter