NAVY AND MARINE CORPS SAFETY PLANNER

Sea & Shore Magazine Special Edition

2007

Integrating Safety Into All Operations

INTRODUCTION TO THE 2007 NAVY AND MARINE CORPS SAFETY PLANNER

SAFETY IS THE LEADING EDGE OF READINESS

TOM ROLLOW

Deputy Assistant Secretary of the Navy (Safety)

My role is to provide safety, occupational health, and fire protection policy, oversight, advocacy, and strategy for the Department of the Navy to produce the following results:

- The Department of the Navy safety culture is elevated to a level where risk management is an active and intrinsic process in all decisions we make.
- Safety is universally valued as enhancing operational readiness and successful mission accomplishment.
- The Navy and Marine Corps are undisputed global leaders in conducting effective and safe military operations.

These are lofty, but attainable results. It will take strong leadership commitment, the perseverance of our safety and occupational health professionals, and a unified effort by our Sailors, Marines, DON civilians, agencies, organizations, and people we work with to realize these results.

Your attention to safety will help us become a more ready, effective, and lethal combat force. By preserving resources we increase readiness. Preserving our most precious asset, our people, is crucial to winning the Global War on Terror. Your attention to keeping our people, our families, our communities, and the friends that we deal with safe and healthy will ensure we do this.

RADM GEORGE MAYER

Special Assistant to the Chief of Naval Operations for Safety Matters/Commander, Naval Safety Center

We have long known that safety isn't something for special occasions. It isn't something you dust off after a mishap or before an inspection. It is a series of careful, well-planned actions that we take every day.

The Navy and Marine Corps are committed to achieving a mishap-free environment for our Sailors, Marines, and civilian employees. We have long realized that effective operational safety and occupational health programs are fundamental to optimizing operational efficiency.

Mishaps resulting from unsafe practices are unacceptable. They detract from our readiness and waste resources. This safety planner is a useful tool in our ceaseless efforts to protect our people from the risks they face around the world.

GUIDING PRINCIPLES

- We think corporately for the good of the Department of the Navy, Department of Defense, and the nation.
- We have a passion for safety.
- We create an environment to attract and retain the best people.
- We promote communication to enhance safety.
- We promote integrating safety and risk management into every action taken and every decision made — every day, all day.
- We are a synergistic team built on diverse individual strengths.
- We create coalitions for safety.
- We focus on achieving our goals.
- We are forward looking, innovative, and quick to react.
- Our bottom line is the safety of our Sailors, Marines and civilian employees, as well as the preservation of resources to ensure Naval readiness.

NAVAL SAFETY STRATEGIES

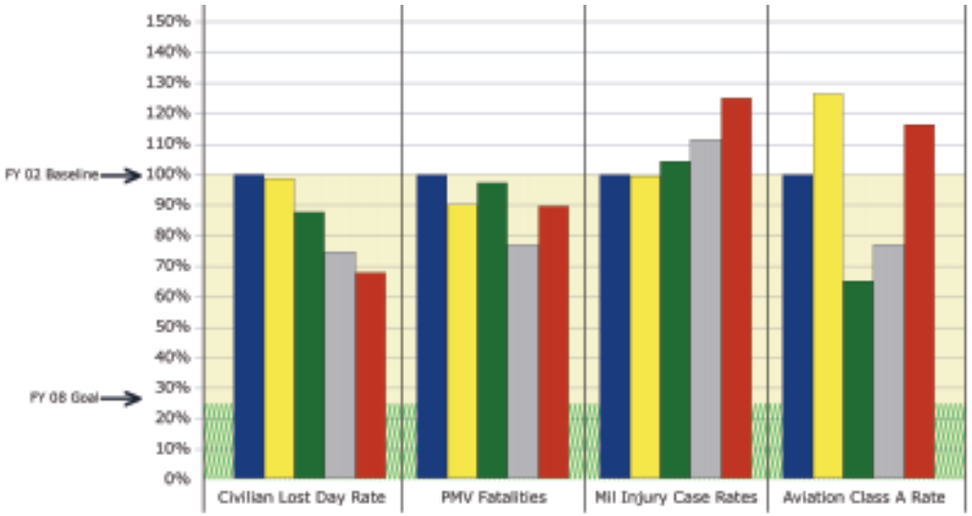
- Enhance Naval readiness by sustaining and preserving the fighting force through the prevention of mishaps; reduce mishaps by 75% by end of FY 2008 from the FY 2002 baseline.
- Engage leadership at all levels to establish a positive organizational culture based on understanding that safety is a readiness and force multiplier.
- Imbed safety and risk management principles into all levels of policy, operations, acquisition, training and education.
- Employ accountability mechanisms to foster a more vibrant safety climate centered on readiness, mission accomplishment and mishap prevention.
- Leverage new technologies and best practices to support mishap prevention.
- Link safety requirements to resources and prioritize safety initiatives based on their Return on Investment (ROI) and scope of impact.

SAFETY PERFORMANCE

HOW SENIOR LEADERS MEASURE SAFETY PERFORMANCE

The Defense Safety Oversight Council (DSOC) tracks service and agency progress toward the Secretary of Defense's FY08 75% Mishap Reduction Goal. The graphs below show Navy and Marine Corps safety performance against the DSOC goals in four areas: (1) Civilian Lost Day Rate, (2) Private Motor Vehicle (PMV) Fatalities, (3) Military Injury Case Rate, and (4) Aviation Class A Rate.

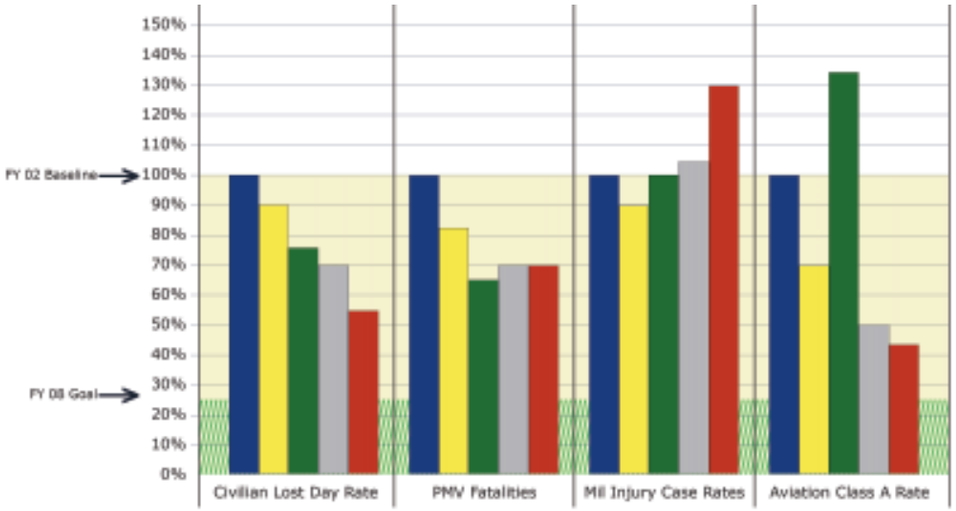
NAVY



	Civilian Lost Day Rate	PMV Fatalities	Mil Injury Case Rates	Aviation Class A Rate
Baseline FY 02	39.8	68	1.6	1.8
FY 03	39.4	62	1.6	2.3
FY 04	34.7	66	1.7	1.2
FY 05	29.9	52	1.8	1.4
FY 06 (July)	26.9	62	2.0	2.1
FY 08 Goal	9.9	17	0.4	0.5

(Adapted from DSOC Metrics)

MARINE CORPS



	Civilian Lost Day Rate	PMV Fatalities	Mil Injury Case Rates	Aviation Class A Rate
Baseline FY 02	73.8	61	1.9	3.9
FY 03	68.0	51	1.7	2.9
FY 04	55.7	42	1.9	5.2
FY 05	52.6	43	2.0	2.1
FY 06 (July)	39.3	43	2.5	1.9
FY 08 Goal	18.5	16	0.5	2.0

(Adapted from DSOC Metrics)

Definitions:

Civilian Lost Day Rate=The number of lost workdays per 100 civilians per year. https://www.dmdc.osd.mil/ltwi/owa/l_admin.definitions

Private Motor Vehicle (PMV) Fatalities=Includes all motor vehicle fatalities; excludes pedestrians and bicyclists killed as result of PMV mishaps.

Military Injury Case Rate=The number of reserve, guard, and active duty injuries per reserve, guard, and active duty population.

Aviation Class A Rate=The number of Class A flight mishaps per 100,000 flight hours. http://www.dtic.mil/whs/directives/corres/pdf/i60557_100300/i60557p.pdf

Donald C. Winter
Secretary of the Navy

Admiral Robert F. Willard
Vice Chief of Naval Operations

General Robert Magnus
Assistant Commandant of the Marine Coprs

The Secretary of Defense has challenged the Navy to achieve a 75% mishap reduction by October 2008. The Department of the Navy is committed to meeting this challenge.

SAFETY LEADERSHIP

Donald C. Winter, Secretary of the Navy
"The Department of the Navy is engaged and dedicated to enhancing our safety performance. Along with the Chief of Naval Operations and the Commandant of the Marine Corps, I have identified safety as one of Navy's five objectives for 2006 - 2007. We are targeting safety improvement with the same focus as the Global War on Terror." *(from SECNAV memo to SECDEF 17 Aug 06)*

Admiral Robert F. Willard, Vice Chief of Naval Operations
"Over the last three years, we have been engaged in a battle to reduce mishaps. Our enemies in this fight are not terrorists, but mistakes, short-cuts, and poor decisions. We need to concentrate on fighting these threats as passionately as we fight the terrorists. As Chair of the Navy Executive Safety Board, my singular focus will be on protecting our people and equipment from senseless loss." *(from VCNO msg R010710Z JUN 06 and VCNO memo 5100 SerN09/6U823040 of 31 May 06)*

General Robert Magnus, Assistant Commandant of the Marine Corps
"It's the leader's responsibility, whether as the fire team leader, platoon commander, or company commander, to perform over-watch on less experienced Marines...The idea of warrior preservation is to apply the mindset and core values of a Marine at battle to all life's situations." *(from Interview with the ACMC Ground Warrior Magazine vol. 7 issue 1 2006)*

[For more information on Safety Leadership, refer to the Resources page at the back of this Planner.]

January Safety Dates

National Radon Action Month
www.epa.gov/iaq/radon/rnactionmonth.html

National Eye Care Month
www.aao.org

Safety Myth – Leadership is off the hook for safety.
Reality: Safety must be managed by top leaders just as finance and mission are. Leaders must not only "talk the talk," they must "walk the walk" by committing to safety in both words and actions. Safety leadership functions include resourcing safety, setting the culture, making risk acceptance decisions, communicating safety as a value, and monitoring safety performance.

JANUARY 2007

SUN	MON	TUE	WED	THU	FRI	SAT
	Federal Holiday **01** New Year's Day	02	03	04	05	06
07	08	09	10	11	12	13
14	Federal Holiday **15** Martin Luther King Jr.'s Birthday	16	17	18	19	**20** Islamic New Year
21	22	23	24	25	26	27
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DECEMBER

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U.S. Navy photo by Journalist 1st Class Joshua Smith

Air Department personnel await the start of vertical replenishment operations on the flight deck aboard the Military Sealift Command (MSC) hospital ship USNS Mercy (T-AH 19).

FORKLIFT SAFETY

Forklift trucks are used ashore and afloat for moving and stocking material, ordnance, and weapons. An effective forklift truck safety program requires Navy and Marine Corps military and civilian employees to accept responsibility for the safe operation of these industrial powered vehicles. Elements of an effective forklift safety program must include: selection of the correct truck for the work environment; driver selection, training qualification/certification, and supervision; medical surveillance; and a vehicle inspection and preventive maintenance program.

Ten Steps to Forklift Safety:

1. Train and Qualify the Operator
2. Load and Unload Correctly
3. Learn Rules for Batteries and Fuel Tanks
4. Make Routine Checks
5. Drive Safely
6. Don't Leave a Truck Unattended
7. Keep up with Repairs and Maintenance
8. Watch for Pedestrians and Blind Spots
9. Watch Ramps
10. Keep the Forklift Clean

[For more information on Forklift Safety, refer to the Resources page at the back of this Planner.]

February Safety Dates

American Heart Month
www.americanheart.org

Workplace Eye Safety Month
www.aao.org

National Child Passenger Safety Week, 11-17
www.nhtsa.gov

Safety Myth – Safety impedes efficiency or is a "necessary evil" obtained at the cost of optimal efficiency.
Reality: In fact, efficiency and safety generally correlate. Operations that are evaluated for risk also tend to improve safety and reduce waste.

FEBRUARY 2007

SUN	MON	TUE	WED	THU	FRI	SAT
				01	02 Groundhog Day	03
04	05	06	07	08	09	10
11	12 Lincoln's Birthday	13	14 Valentine's Day	15	16	17
18 Chinese New Year	Federal Holiday 19 President's Day	20	21 Ash Wednesday	22 Washington's Birthday	23	24
25	26	27	28			

JANUARY

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MARCH

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U.S. Navy photo by Journalist 2nd Class Brian P. Biller

Crew wearing PPE for noise exposure assist landing of a CH-46E Sea Knight aboard the dock landing ship USS Harpers Ferry (LSD 49).

HEARING READINESS

Noise induced hearing loss is an entirely preventable disability. Measures the Navy and Marine Corps are using to protect military and civilian employees from hearing loss include: • Implementing engineering controls • Identifying hazardous noise areas • Using regular audiometric testing • Providing training to workers on the benefits of hearing protection • Enforcing the use of personal protective equipment • Administering measures such as shorter work shifts in noise hazardous environments.

Despite our best efforts, noise-induced hearing loss remains the Navy's number one occupational health expense. Solving the noise issue will require a total system approach using a variety of technical and operational solutions. Design and acquisition of quieter systems, maintaining these systems, and continuing research into quiet system designs and equipment make noise control within the Navy and Marine Corps achievable. [For more information on Hearing Readiness, refer to the Resources page at the back of this Planner.]

March Safety Dates

Save Your Vision Week, 4-10
www.aao.org

National Sleep Awareness Week, 5-11
www.sleepfoundation.org

Check CO and smoke detector batteries, 11th

NIOSH Applied Ergonomics Conference, 12-15
www.appliedergo.org/conference

15th Annual Navy, Marine Corps, and Coast Guard Safety Professional Development Conference, 12-16
http://www.safetycenter.navy.mil/training/pdc/default-15PDC.htm

46th Navy Occupational Health & Preventive Medicine Conference (NEHC Conference), 17-22
http://www-nehc.med.navy.mil

National Poison Prevention Week, 18-24
www.cpsc.gov

Safety Myth – You get used to noise exposure - the ears get tougher.
Reality: An individual exposed to noise doesn't get used to the exposure. The loss of hearing simply increases the threshold of hearing perception, distorts clarity of communications and thus reduces the apparent intensity of noise exposure. Hearing loss continues as exposure is sustained. Because little if any pain is felt with hearing loss, many individuals aren't aware of hearing loss until it is too late.

MARCH 2007

SUN	MON	TUE	WED	THU	FRI	SAT
FEBRUARY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	APRIL 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30			01	02	**03** Purim Begins At Sunset
04	05	06	07	08	09	10
11 Daylight Saving Time Begins	12	13	14	15	16	**17** St. Patrick's Day
18	19	**20** First Day of Spring	21	22	23	24
25	26	27	28	29	30	**31** Birthday of Muhammad

US Navy photo courtesy of Puget Sound Naval Shipyard & Intermediate Maintenance Facility Public Affairs Office

Puget Sound Naval Shipyard employees march in Voluntary Protection Program (VPP) parade celebrating the Shipyard's award of VPP Star status by the Occupational Safety and Health Administration (OSHA).

VOLUNTARY PROTECTION PROGRAM

The Voluntary Protection Program (VPP) is an OSHA cooperative program, which rewards employers with outstanding workplace safety and health programs that control hazards and protect workers. OSHA approves successful employers with one of three VPP program levels: *Star, Merit, or Star Demonstration.* The VPP *Star* designation indicates that the organization receiving the award has exceeded the four basic VPP elements: (1) Management Leadership & Employee Involvement, (2) Worksite Analysis, (3) Hazard Prevention & Control, and (4) Safety and Health Training.

The Naval Sea Systems Command initiated the promotion of OSHA VPP membership as a means to mishap reduction and has the Navy's first three VPP *Star* Sites – Portsmouth, Norfolk, and Puget Sound Naval Shipyards.

In 2006, the DoD Voluntary Protection Program (VPP) Center of Excellence (CX) was stood up. The CX is jointly funded by the military services to assist selected installations to achieve OSHA VPP *Star* Status and to provide expertise, tools, and communications on best practices and VPP. [For more information on the Voluntary Protection Program, refer to the Resources page at the back of this Planner.]

April Safety Dates

Alcohol Awareness Month
www.ncadd.org

National Public Health Week, 2-8
http://www.apha.org

DoD Injury & Unemployment Compensation Conference, 16-20
http://www.cpms.osd.mil/icuc

National SAFE Kids Week, 28 April - 6 May
http://www.usa.safekids.org/tier2_rl.cfm?folder_id=3125

Safety Myth – The employee gets the blame for mishaps.
Reality: This myth must be dispelled in order to get valid feedback from those we are endeavoring to protect. When we can get important, anonymous solutions without alienating the workforce, then we are getting somewhere. Have a system where everyone is able to have valid input without the risk of retribution. [The truth behind safety myths by the Quantico Safety Division http://www.dcmilitary.com/marines/quanticosentry/1_10/commentary/42380-1.html]

APRIL 2007

SUN	MON	TUE	WED	THU	FRI	SAT
01 Palm Sunday	**02** Passover Begins At Sunset	03	04	05	**06** Good Friday	07
08 Easter	09	10	11	12	13	14
15	16	17	18	19	20	21
22 Earth Day	23	24	25	26	27	28
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MARCH

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MAY

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Corporal displays the proper protective gear for riding his motorcycle.

TRAFFIC SAFETY

Motor vehicle mishaps result in more Navy and Marine Corps personnel fatalities each year than any other type of mishap. Critical risk factors include: • Failure to wear seat belts • Alcohol • Speeding • Not wearing motorcycle helmets • Lack of motorcycle training • Drowsy driving • Night driving

Identifying "at risk" individuals and changing the behavior of our Sailors and Marines is the key to preventing motor vehicle mishaps. Through public service announcements, traffic safety videos, training like the AAA Driver Improvement Courses, safety fairs and stand-downs, hand books like *Traffic 5100*, and partnerships with industry experts, the Navy and Marine Corps safety staffs are striving to solve this continuing challenge to the safety of our personnel, their dependents, and the public at large. [For more information on Traffic Safety, refer to the Resources page at the back of this Planner.]

May Safety Dates

National Electrical Safety Month
www.electrical-safety.org

Motorcycle Safety Awareness Month
www.nhtsa.dot.gov

North American Occupational Safety & Health Week, 6-12
www.naosh.org/english

National Safe Boating Week, 19-25
www.safeboatingcouncil.org

Buckle Up America Week, 21-27
www.buckleupamerica.org

Click-It-Or-Ticket Campaign, May 21- June 3rd
www.buckleupamerica.org

National SAFE Kids Week, 28 April - 5 May
http://www.usa.safekids.org/tier2_rl.cfm?folder_id=3125

Safety Myth – Helmets Block Your Ability to See or Hear Danger.
Reality: The fact is that helmets provide eye and sun protection and cut down wind noise so you can actually see and hear better. By cutting wind pressure and noise, a helmet reduces fatigue. Wearing a helmet clearly does not increase a motorcyclist's risk of having an accident, and wearing one correlates to reduced likelihood of a fatality.

MAY 2007

SUN	MON	TUE	WED	THU	FRI	SAT
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06	07	08	09	10	11	12
13 Mother's Day	14	15	16	17	18	19 Armed Forces Day
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27	Federal Holiday 28 Memorial Day	29	30	31		

APRIL

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Marines provided clean-up and humanitarian assistance in St. Bernard Parish, LA, hard hit by Hurricane Katrina.

HURRICANE PREPAREDNESS

The 2007 hurricane season begins on 1 June and lasts until 30 November. One in six Americans live along the eastern seaboard or the Gulf of Mexico, making hurricane preparation a must for many service members, civilian employees, and their families. It's important to: (1) Have a safety plan in place for protecting yourself in the event of a hurricane; (2) Consider making provisions for family members who cannot make safety plans for themselves; (3) Have food, water, extra personal medications and other emergency supplies available; and (4) Follow the instructions of officials concerning emergency actions including evacuations.

The Navy and Marine Corps are concerned about the safety and the physical and mental well-being of personnel in the aftermath of the devastation caused by hurricanes and natural disasters. A task force has assembled the booklet, *Guidance for Navy and Marine Corps Personnel Recovering from a Hurricane Disaster,* for use in the aftermath of this type of disaster. [For more information on Hurricane Preparedness, refer to the Resources page at the back of this Planner.]

June Safety Dates

National Safety Month
www.nsc.org

American Industrial Hygiene Conference & Expo, 4-6
www.aiha.org

Eighth Annual DoD Industrial Hygiene Forum, 5th
http://www.dodforums.org/IH2007/index.htm

American Society of Safety Engineers (ASSE) Annual Conference & Expo, 24-27
www.asse.org

Click-It-Or-Ticket Campaign (final week), 1-3
www.buckleupamerica.org

Safety Myth – Safety doesn't require advance planning.
Reality: Disaster can strike quickly, sometimes without warning. Anticipating emergencies and planning a safe response can significantly reduce injuries and limit damage to equipment and property.

JUNE 2007

SUN	MON	TUE	WED	THU	FRI	SAT
					01	02
03	04	05	06	07	08	09
10	11	12	13	**14** Flag Day	15	16
17 Father's Day	18	19	20	**21** First Day of Summer	22	23
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MAY

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An MH-60S Seahawk helicopter assigned to the "Bay Raiders" of Helicopter Sea Combat Squadron Two Eight (HSC-28) conducts a vertical replenishment.

VIBRATION

Whole-Body Vibration may occur in workers who regularly operate trucks, tactical ground vehicles, forklifts, rotary and fixed-wing aircraft. The safety concern is that operators can experience a loss of vehicle control due to vibrations forcing their hands away from the steering wheel and other controls. A common category of *Segmental Vibration* exposure is called Hand-Arm Vibration (HAV). This type of vibration exposure is caused by the regular use of vibrating pneumatic, electric, hydraulic, or gasoline-powered hand tools. Excessive HAV exposure can produce an irreversible harmful condition of the hands called Hand-Arm Vibration Syndrome, or HAVS.

Vibration induced disorders can be minimized by early intervention. Because Navy and Marine Corps leadership is concerned about the safety and health of its military and civilian workers, they are working hard to address this under-recognized occupational health problem through acquisition of safe, cost-effective, and performance-enhancing designs and equipment. [For more information on Vibration, refer to the Resources page at the back of this Planner.]

July Safety Dates

UV Safety Month
www.aao.org

Safety Myth – Safety in design is too expensive.
Reality: Effective acquisition safety increases productivity through streamlined work processes and avoidance of fatalities, injuries, and illnesses. It saves a significant amount of money by avoiding expensive retrofits due to poor design, disability and retraining costs, and lost productivity.

JULY 2007

SUN	MON	TUE	WED	THU	FRI	SAT
01	02	03	Federal Holiday **04** Independence Day	05	06	07
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JUNE

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AUGUST

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U.S. Marine Corps photo by Lance Cpl. James B. Hoke

With the new armor kit installed, this P-19 prototype is the only one of its kind. The vehicle has been through 100 miles of test driving and has proved to be unencumbered by the added weight.

TACTICAL VEHICLE SAFETY

Tactical vehicle mishaps such as rollovers are a significant challenge across the Department of Defense. The Navy and Marine Corps are actively participating in the Joint Tactical Vehicle Working Group to eliminate tactical vehicle mishaps. Navy and Marine Corps leaders must aggressively enforce safety standards to ensure that tactical vehicle drivers are properly trained. Leadership must also conduct Operational Risk Management (ORM) refreshers to address operational safety procedures. The Navy and Marine Corps are implementing various safety strategies to address the causes of tactical vehicle mishaps. These strategies include:

- Tactical Vehicle Mishap Analysis
- Expansion of ORM Training
- Convoy Operations Handbook and Commander's Convoy Checklist
- Command Climate Surveys for the Ground Combat Element
- Improvements in Tactical Vehicle Design through the Acquisition Process
- Black Box Initiative for Rollover Audiovisual Alert High Mobility Multipurpose Wheeled Vehicle (HMMWV) Egress Assistance Trainer (HEAT)

[For more information on Tactical Vehicle Safety, refer to the Resources page at the back of this Planner.]

August Safety Dates

25th International System Safety Conference, 13-17
http://www.system-safety.org/~am_2007

23rd Annual National Voluntary Protection Program Participants' Association (VPPPA) Conference, 26-30
www.vpppa.org/calendar/index.cfm

Safety Myth – Excessive attention to safety impedes operational readiness.
Reality: The innate connection between safety and operational readiness facilitates warfighting operations by decreasing the frequency and severity of mishaps and minimizing damage to tactical equipment. We have to manage all risks, both threat and hazard based because dead is dead, injured is injured, and any loss degrades readiness.

AUGUST 2007

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JULY

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SEPTEMBER

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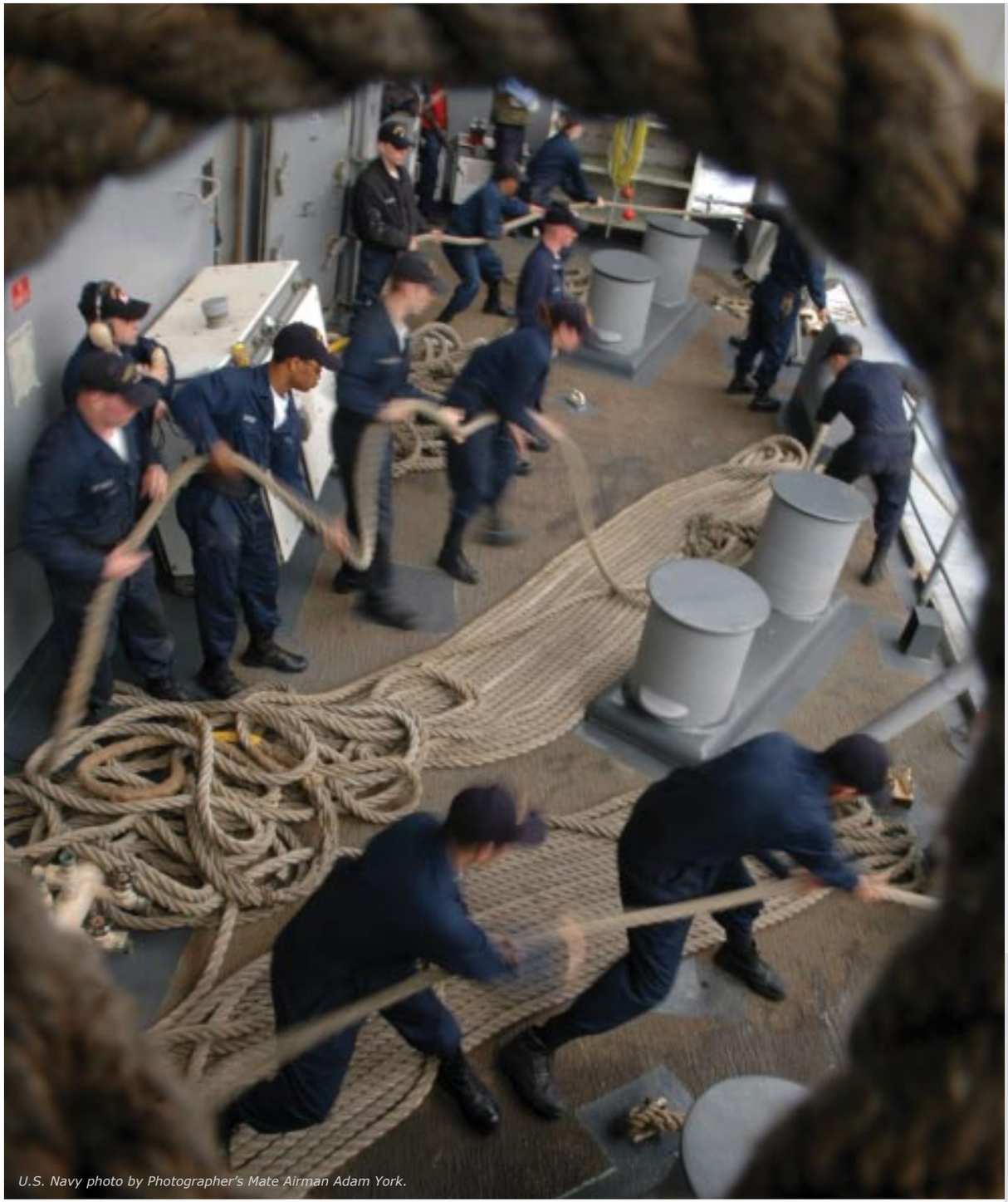

Deck Department Sailors heave on mooring lines as USS Kitty Hawk (CV 63) prepares to depart its forward-deployed operating port of Yokosuka, Japan.

LINE HANDLING SAFETY

Line handling is an inherent part of day-to-day shipboard operations. Line handling can be dangerous during mooring, underway replenishment, fueling, hoisting, towing, and working aloft or over the side. The ability to select, care for, and safely use the lines needed for these tasks requires Sailors to exercise skill and sound judgment. Mishaps could result in loss of life, serious injury, and costly damage to the ship. The first and foremost rule of line handling safety is teamwork. Following orders and looking out for one's shipmates is essential. Line handling safety procedures include:

- Preplanning each operation
- Being watchful and staying alert
- Never standing in the bight of a line or outboard of a line
- Wearing safety shoes with skid-proof soles
- Never straddling or standing on wire ropes or lines
- Never trying to stop a running line by putting a foot on it
- Never standing at the point where any wire ropes or lines change direction

[For more information on Line Handling Safety, refer to the Resources page at the back of this Planner.]

September Safety Dates

Children's Eye Health & Safety Month
www.aao.org

Baby Safety Month
www.jpma.org

National Alcohol & Drug Addiction Recovery Month
www.recoverymonth.gov

Family Health & Fitness Day, 29th
www.fitnessday.com/family

Safety Myth – We did safety before. We don't need to do it again.
Reality: Things change, requiring review. Process improvement must be continuous and must include safety.

SEPTEMBER 2007

SUN	MON	TUE	WED	THU	FRI	SAT
AUGUST 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	OCTOBER 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31					01
02	Federal Holiday **03** Labor Day	04	05	06	07	08
09	10	**11** Patriot Day	**12** Rosh Hashanah Begins At Sunset	**13** Ramadan Begins	14	15
16	17	18	19	20	**21** Yom Kippur Begins At Sunset	22
23 First day of Fall						
30	24	25	26	27	28	29

U.S. Navy photo by Photographer's Mate Airman Apprentice Shannon K. Garcia

Aboard the amphibious assault ship USS Tarawa (LHA 1), Boatswain's Mate 2nd Class conducts a respirator fit test on a Sailor by spraying sweet tasting Saccharin mist into the hood to test for leaks.

RESPIRATORY PROTECTION

Engineering controls such as ventilation systems are used to reduce air contaminants in Navy and Marine Corps workplaces. Where controls are not feasible, for example during field operations, respirators may be required to protect against potentially hazardous airborne dusts, mists, fumes, gases and vapors. For incidents involving chemical, biological, radiological, or nuclear (CBRN) hazard response or recovery, CBRN respiratory protection may be required. A qualified respiratory protection program manager is essential to establish and manage effective Navy and Marine Corps respiratory protection programs. Elements of a respiratory protection training program include:

- Selecting the proper type of respirator for a specific job
- Knowing how to put on a respirator
- Ensuring proper respirator fit
- Inspecting and maintaining respirators
- Proper cleaning and storage of respirators

[For more information on Respiratory Protection, refer to the Resources page at the back of this Planner.]

October Safety Dates

Eye Injury Prevention Month
www.aao.org

Children's Health Month
www.childrenshealth.gov

Drive Safely to Work Week, 1-5
www.trafficsafety.org

National Fire Prevention Week, 7-13
www.nfpa.org
www.firepreventionweek.org

National Safety Council/Federal Safety & Health Congress Conference & Expo, 12-19
www.nsc.org

Safety Myth – Chemicals won't injure you if you can't smell them.
Reality: A number of chemicals have odor thresholds above their occupational exposure limits, meaning they can harm you before you smell them. Additionally, acute olfactory fatigue (temporary decrease in sensitivity associated with "overloading" of the nasal sensors) often accompanies high exposures. For example, hydrogen sulfide gas in a sewer smells like rotten eggs, but the smell can't be detected within minutes because of olfactory fatigue.

OCTOBER 2007

SUN	MON	TUE	WED	THU	FRI	SAT
	01	02	03	04	05	06
07	Federal Holiday **08** Columbus Day	09	10	11	**12** Columbus' Birthday	**13** Ramadan Ends US Navy Birthday
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	**31** Halloween			

SEPTEMBER

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U.S. Navy illustration courtesy Northrop Grumman Newport News Shipbuilding

A conceptual rendering of CVN 78, the first of a new generation carrier design, CVN 21, for the US Navy, underway at Northrop Grumman Newport News. Construction is slated to begin in 2007.

ACQUISITION SAFETY

"DoD efforts to reduce preventable mishaps must move to the next level. Significant improvements in the area of mishap prevention require technology insertion. [DoD] Components will vigorously pursue use of ... safety technologies in an effort to reduce the loss of valuable combat resources." *Strategic Planning Guidance, FY 2008 -2013 (unclassified section)*.

The Department of the Navy is dedicated to ensuring our men and women are ready at all times to carry out their mission by providing them with safe and healthful work environments. This means meeting the challenge to design and build systems that control such established safety and occupational health hazards as noise, vibration, falls, electric shock, and chemical contamination. The Navy and Marine Corps are focusing on acquisition safety by building safer ship and ground systems from design to delivery. The resulting systems require fewer retrofits, enhance productivity, lower costs and significantly reduce mishaps. [For more information on Aquisition Safety, refer to the Resources page at the back of this Planner.]

November Safety Dates

Winter Safety Awareness
www.nws.noaa.gov/om/winter

National Epilepsy Month
www.epilepsyfoundation.org

National Diabetes Awareness Month
www.diabetes.org/home.jsp

National Alzheimer's Disease Awareness Month
www.alz.org

Check CO and smoke detector batteries, 4th

Great American Smokeout, 15th
www.cancer.org

Safety Myth – We need to first solve the main technical problems and then we can figure out how to provide for safe operations.

Reality: The U.S. Navy has been able to use nuclear reactors without mishap to propel its most modern vessels only because technology and operating practices incorporate safety as an effective aspect of all operations. Economic factors and efficiency demand concurrent integration of safety into design.

NOVEMBER 2007

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04 Daylight Saving Time Ends	05	06 Election Day	07	08	09	10 U.S. Marine Corps Birthday
11 Veterans' Day	Federal Holiday 12 Veterans' Day	13	14	15	16	17
18	19	20	21	Federal Holiday 22 Thanksgiving	23	24
25	26	27	28	29	30	

Gunner's Mate 2nd Class gives a safety brief to members of the Norfolk, Virginia-based Mobile Security Detachment Two Five (MSD-25) prior to conducting weapons training.

OPERATIONAL RISK MANAGEMENT

Before any undertaking, whether operational, non-operational, on-duty or off-duty, ask ourself the question, "What am I about to do that could get me killed or injured?" Answering that question is what Operational Risk Management (ORM) is all about. Don't accept unnecessary risk. Accept risk only when the benefit outweighs the cost. The five basic steps of ORM are:

1. Identify the hazards.
2. Assess hazards to determine the risk factors.
3. Make risk decisions and develop controls to minimize or eliminate risk factors.
4. Implement control of the hazards.
5. Supervise the controls to ensure they are implemented and that they are appropriate and satisfactory.

[For more information on Operational Risk Management, refer to the Resources page at the back of this Planner.]

December Safety Dates

National Drunk & Drugged Driving Prevention Month
www.nhtsa.gov

Safe Toys & Celebrations Month
www.nsc.org

World AIDS Day, 1st
www.projectinform.org

Safety Myth – Safety is just common sense.
Reality: If safety were just common sense, then we would be born safe. Anyone with a two year old knows that safety is learned: we teach our children to be safe. A serious respect for safety is an ongoing learned behavior, which hopefully is learned before it is too late.

DECEMBER 2007

SUN	MON	TUE	WED	THU	FRI	SAT
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02	03	04 Hanukkah Begins at Sunset	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22 First Day of Winter
23	24	Federal Holiday				
30	31 New Year's Eve	25 Christmas	26 Kwanza Begins	27	28	29

SAFETY RESOURCES AND SUCCESS STORIES

January - Safety Leadership Resources

Department of Navy Headquarters website:
http://www.hq.navy.mil

U.S. Navy website:
http://www.navy.mil

Navy Executive Safety Board website:
http://safetycenter.navy.mil/ESB/default.htm

Naval Safety Strategy
http://safetycenter.navy.mil/mishapreduction/ESB/POAM_cvr.pdf

OPNAVINST 5100.8 Series, Navy Safety and Occupational Safety and Health Program
http://doni.daps.dla.mil/default.aspx

Marine Corps Executive Safety Board website:
http://hqinet001.hqmc.usmc.mil/sd/esboard.htm

Marine Corps Safety Manager Reference Guide
www.safetycenter.navy.mil/osh/ground/marine-safetyref.htm

USMC Leadership Mentoring Log
http://www.tecom.usmc.mil/mentoring/Leaders%20Mentoring%20Log%20(5x7)%207.26.05.pdf

Commander's Guide for the Regiment/Group Tactical Safety Specialist
http://hqinet001.hqmc.usmc.mil/sd/documents/TSS_CommanderGuideBook.PDF

Marine Corps Commander's Guide to Safety
http://hqinet001.hqmc.usmc.mil/sd/documents/CDR_Safety.pdf

February - Forklift Safety Resources

Forklift Safety – Naval Safety Center
http://www.safetycenter.navy.mil/media/ashore/issues/spring00/pdf/ForkliftSafety.pdf

OSHA, Safety and Health Topics, Powered Industrial Trucks
http://www.osha.gov/SLTC/poweredindustrial-trucks/index.html

OSHA – Additional Information on Powered Industrial Trucks
http://www.osha.gov/SLTC/poweredindustrial-trucks/otherresources.html

Navy Safety Video, 806017- Keep On Truckin'- Forklift Truck Safety
http://dodimagery.afis.osd.mil/davis/

MCO 4450.14 Forklift Licensing & Procedures
http://www.marines.mil/directiv.nsf/web+orders

NAVSUP Publication 538, Management of Materials Handling Equipment,
https://portal.navfac.navy.mil/pls/portal/docs/PAGE/NAVFAC/NAVFAC_WW_PP/NAVFAC_HQ_PP/NAVFAC_SF_PP/NAVFAC_SF_TOPICS/SF_PITS/NAV538.PDF

Section 5 of Chapter 4, DOD 4145.19-R-1, Materials Handling and Equipment
http://www.dtic.mil/whs/directives/corres/pdf/414519r1_0979/chap4.pdf

Success Stories

SIMA Norfolk's Forklift Safety Program
http://safetycenter.navy.mil/success/stories/0-50/0019.pdf

March - Hearing Readiness Resources

Acquisition Safety, Noise, Naval Safety Center Website
http://www.safetycenter.navy.mil/acquisition/noise/default.htm

Noise Control - A guide for workers and employers
http://www.nonoise.org/hearing/noisecon/noisecon.htm

MCO 6260.1 Series, Marine Corps Hearing Conservation Program
http://www.marines.mil/directiv.nsf/web+orders

OPNAVINST 5100.23 Series, Navy Occupational Safety & Health Program Manual
http://doni.daps.dla.mil/default.aspx

OPNAVINST 5100.19 Series, Navy Occupational Safety & Health Afloat Program
http://doni.daps.dla.mil/default.aspx

Success Stories

Hearing Conservation Training Linked to Audiometric Testing
http://www.safetycenter.navy.mil/success/stories/0040.pdf

Noise Abatement Design in Mine Hunter Class Ships
http://www.safetycenter.navy.mil/success/stories/0032.pdf

April - Voluntary Protection Program Resources

OSHA VPP
http://www.osha.gov/dcsp/vpp/

VPP Participants' Association
http://www.vpppa.org/

VPP Eligibility Checklist
http://www.osha.gov/dcsp/vpp/vppflyer.pdf

VPP Information Kit
http://www.osha.gov/dcsp/vpp/VPP_Kit.pdf

VPP Application Information, OSHA Instruction TED 8.4
http://www.osha.gov/OshDoc/Directive_pdf/TED_8_4.pdf

FAQs
http://safetycenter.navy.mil/osh/shore/downloads/VPP_FAQ.pdf

DoD VPP Center of Excellence
http://vppcx.org

Success Stories

Puget Sound Naval Shipyard and Intermediate Maintenance Facility Earns OSHA VPP Star Status
http://www.safetycenter.navy.mil/success/stories/0125.pdf

Portsmouth Naval Shipyard Achieves VPP Star Status
http://www.safetycenter.navy.mil/success/stories/0121.pdf

May - Traffic Safety Resources

OPNAVINST 5100.12 Series, Navy Traffic Safety Program
http://doni.daps.dla.mil/default.aspx

MCO 5100.19 Series, Marine Corps Traffic Safety Program (DRIVESAFE)
http://www.marines.mil/directiv.nsf/web+orders

Naval Safety Center's Motor Vehicle Division
http://www.safetycenter.navy.mil/ashore/motor-vehicle/default.htm

USMC Traffic Safety Checklist
http://hqinet001.hqmc.usmc.mil/sd/documents/Marine+Traffic+Checklist.doc

National Highway Traffic Safety Administration
http://www.nhtsa.dot.gov/

Buckle Up America and National Click It or Ticket Campaign
http://www.buckleupamerica.org/

United States Marine Corps Safety Division
http://hqinet001.hqmc.usmc.mil/sd/index.htm

Success Stories

NAS Sigonella Promotes Motor Vehicle Safety
http://www.safetycenter.navy.mil/success/stories/0077.pdf

Navy Region Hawaii Clicking In
http://www.safetycenter.navy.mil/success/stories/0116.pdf

SAFETY RESOURCES AND SUCCESS STORIES

June - Hurricane Preparedness Resources

Naval Safety Center Tips, Preparedness and Disaster Recovery Guides
http://safetycenter.navy.mil/seasonal/

Affected Navy Family Assistance
http://taskforcenavyfamily.navy.mil/NavyFamilies/

Marine Corps Hurricane Relief News & Information
http://www.marines.mil/marinelink/mcn2000.nsf/HurricaneRelief

Success Stories

NAVFAC Industrial Hygienist Assists in the Clean Up and Restoration of Flooded NRC Baltimore
http://www.safetycenter.navy.mil/success/stories/0112.pdf

Department of the Navy Assists Its Personnel in Planning for Hurricane Recovery
http://www.safetycenter.navy.mil/success/stories/0123.pdf

July - Vibration Resources

Vibration and Ergonomic related sections of OPNAVINST 9640, OPNAVINST 5100.23 Series and DoD Instruction 6055.12 Series
http://doni.daps.dla.mil/default.aspx

NAVMC Dir. 5100.8 Marine Corps Occupational Safety and Health Program Manual
http://www.marines.mil/directiv.nsf/web+orders

Acquisition Safety, Vibration, Naval Safety Center Website
http://www.safetycenter.navy.mil/acquisition/vibration/default.htm

Success Stories

SIMA San Diego Uses Anti-Vibration Sanders to Prevent Hand-Arm Vibration Syndrome
http://safetycenter.navy.mil/success/stories/51-100/0097.pdf

Pneumatic Grinder Prevents Workplace Injuries in SIMA Naval Amphibious Base Coronado's Small Boat Repair Department
http://safetycenter.navy.mil/success/stories/51-100/0092.pdf

Improved Wing-Pin Removal at NASNI NADEP Eliminates Hand-Arm Vibration Hazard
http://safetycenter.navy.mil/success/stories/0-50/0014.pdf

August - Tactical Vehicle Safety Resources

USMC Tactical Checklists
http://www.pendleton.usmc.mil/base/safety/TacticalChecklist.doc

USMC Convoy Operations Handbook
http://www.forbesbookclub.com/BookPage.asp?prod_cd=ISSKZ

OPNAVINST 3500.39/MCO 3500.27 Series, Operational Risk Management
http://www.marines.mil/directiv.nsf/web+orders

OPNAVINST 5100.12 Series, Navy Traffic Safety Program
http://doni.daps.dla.mil/default.aspx

September - Line Handling Resources

OPNAVINST 5100.19 Series, Chapters C1, C2, C3, C4, C8
http://doni.daps.dla.mil/default.aspx

OSHA Line Handling Standards
http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=10358

Safety Video 805494 - Aramid Fiber Rope Safety
http://dodimagery.afis.osd.mil/davis/

Safety Video – Alongside Refueling
http://dodimagery.afis.osd.mil/davis/

October - Respiratory Protection Resources

OPNAVINST 5100.23 Series and OPNAVINST 5100.19 Series
http://doni.daps.dla.mil/default.aspx

NAVMC Dir. 5100.8 Marine Corps Occupational Safety and Health Program Manual
http://www.marines.mil/directiv.nsf/web+orders

Navy Environmental Health Center Respirator Homepage
http://www-nehc.med.navy.mil/ih/respirator/Resp_index.htm

29 CFR 1910.134, Respiratory Protection
http://www.gpoaccess.gov/cfr/index.html

Success Stories

NAVIMFAC PACNORWEST Respiratory Protection Program
http://www.safetycenter.navy.mil/success/stories/0-50/0026.pdf

Expertise of Industrial Hygienists Keeps Navy Firefighters Safe
http://www.safetycenter.navy.mil/success/stories/51-100/0078.pdf

Navy Environmental Health Center Protects Navy and Marine Corps Workers from Inhalation Hazards
http://www.safetycenter.navy.mil/success/stories/0117.pdf

November - Acquisition Safety Resources

SECNAVINST 5000.2 Series, Implementation and Operation of the Defense Acquisition System
http://dodssp.daps.mil/Directives/5000_2c.pdf

Acquisition Safety Pages, Naval Safety Center Website
http://safetycenter.navy.mil/acquisition/default.htm

Acquisition Community Connection
https://acc.dau.mil/CommunityBrowser.aspx

Defense Acquisition Guidebook
http://akss.dau.mil/dag/

Defense Acquisition University
http://www.dau.mil/index.asp

December - Operational Risk Management Resources

OPNAVINST 3500.39 Series, Operational Risk Management (ORM)
http://doni.daps.dla.mil/default.aspx

MCO 3500.27 Series, Operational Risk Management (ORM)
http://www.marines.mil/directiv.nsf/web+orders

Naval Safety Center Checklists
http://www.safetycenter.navy.mil/orm/default.htm

Success Stories

Operational Risk Management Implementation at the Naval Air Warfare Center Weapons Division
http://www.safetycenter.navy.mil/success/stories/51-100/0060.pdf

Operational Risk Management Improves Planning/Reduces Costs at NAES Lakehurst
http://www.safetycenter.navy.mil/success/stories/0-50/0025.pdf

YEAR AT A GLANCE 2007

JANUARY						
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YEAR AT A GLANCE 2008

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WEBSITES

RELATED TO SAFETY & OCCUPATIONAL HEALTH

NAVY AND MARINE CORPS SITES

BUMED (Bureau of Medicine & Surgery)
http://navymedicine.med.navy.mil/default.cfm

CNIC (Commander, Navy Installations Command)
http://www.cni.navy.mil/cnic_hq_site/index.htm

Department of the Navy Issuances
http://doni.daps.dla.mil/default.aspx

Marine Corps Publications
http://www.usmc.mil/directiv.nsf/web+orders

NAVFAC (Naval Facilities Engineering Command)
https://portal.navfac.navy.mil/portal/page?_pageid=181,1&_dad=portal&_schema=PORTAL

NAVOSHENVTRACEN (Naval Occupational Safety & Health, & Environmental Training Center)
http://www.safetycenter.navy.mil/training/default.htm

NAVSAFECEN (Naval Safety Center)
http://safetycenter.navy.mil/

NAVSEA (Naval Sea Systems Command)
http://www.navsea.navy.mil/

NEHC (Navy Environmental Health Center)
http://www-nehc.med.navy.mil/

NETC (Naval Education & Training Command)
https://www.cnet.navy.mil/

NFESC (Naval Facilities Engineering Service Center)
https://portal.navfac.navy.mil/portal/page?_pageid=181,3463614,181_3463627:181_3463634&_dad=portal&_schema=PORTAL

NOI (Navy Office of Information)
http://www.chinfo.navy.mil/

USMC (United States Marine Corps)
http://hqinet001.hqmc.usmc.mil/sd/index.htm

OTHER GOVERNMENT SITES

AFIOH (Air Force Institute for Operational Health)
http://www.brooks.af.mil/afioh/

Air Force Safety Center (.mil restricted)
http://afsafety.af.mil

Army CHPPM (Center for Health Promotion & Preventive Medicine)
http://chppm-www.apgea.army.mil/

Army Combat Readiness Center
https://crc.army.mil/home/

Canadian Centre for Occupational Health & Safety
http://www.ccohs.ca/

CDC (Centers for Disease Control)
http://www.cdc.gov

Chemical Safety & Hazard Investigation Board
http://www.chemsafety.gov

Defense Acquisition University
http://web2.deskbook.osd.mil/default.asp

DoD (Department of Defense) Acquisition Safety (Password required)
http://www.denix.osd.mil/denix/DOD/Working/System-safety/system-safety.html

DoD DENIX
http://www.denix.osd.mil/

DoD Injury & Unemployment Compensation
http://www.cpms.osd.mil/icuc/

DoD Lost Workday Website (military access only)
https://www.dmdc.osd.mil/ltwi/owa/ltwi

DoD Policies on the Web
http://dodssp.daps.dla.mil/

DoD Shelf Life Program
http://www.shelflife.hq.dla.mil/

DOE (Department of Energy)
http://www.energy.gov/safetyhealth/index.htm

DOT (Department of Transportation) (Hazardous Materials Safety)
http://hazmat.dot.gov/

EPA (Environmental Protection Agency)
http://www.epa.gov

Federal Register Online
http://www.gpoaccess.gov/fr/index.html

FEMA (Federal Emergency Management Agency)
http://www.fema.gov/

GPO (Government Printing Office) Access to Government Documents
http://www.gpoaccess.gov/databases.html

HMIRS (Hazardous Materials Information Resource System) Online
http://www.dlis.dla.mil/hmirs/default.asp

HTIS (Hazardous Technical Information Services)
http://www.dscr.dla.mil/htis/

HUD (Housing and Urban Development)
http://www.hud.gov/

NHTSA (National Highway Traffic Safety Administration)
http://www.nhtsa.dot.gov/

NIEHS WETP (National Institute of Environmental Health Sciences Worker Training & Education Program)
http://www.wetp.org/wetp/

NIH (National Institutes of Health) Library of Medicine
http://www.nlm.nih.gov/

NIOSH (National Institute for Occupational Safety & Health)
http://www.cdc.gov/niosh

NIOSH FACE (Fatality Assessment & Control Evaluation) Program
http://www.cdc.gov/niosh/face

OSHA (Occupational Safety & Health Administration)
http://www.osha.gov

OTHER SAFETY AND OCCUPATIONAL HEALTH SITES

AOHN (American Association of Occupational Health Nurses)
http://www.aaohn.org

ABIH (American Board of Industrial Hygiene)
http://www.abih.org

American Chemical Society
http://www.acs.org

ACGIH (American Conference of Governmental Industrial Hygienists)
http://www.acgih.org/

AIHA (American Industrial Hygiene Association)
http://www.aiha.org

ANSI (American National Standards Institute)
http://www.ansi.org

ASSE (American Society of Safety Engineers)
http://www.asse.org

BCSP (Board of Certified Safety Professionals)
http://www.bcsp.org/

Center to Protect Workers' Rights
http://www.cpwr.com

Duke University Occupational Medicine
http://dukehealth1.org/corporate_services/oem.asp

IEA (International Ergonomics Association)
http://www.iea.cc/

ILO (International Labor Organization)
http://www.ilo.org/public/english/protection/safework/cis/

ISO (International Organization for Standardization)
http://www.iso.org/iso/en/isoonline.frontpage

NFPA (National Fire Protection Association)
http://www.nfpa.org/Home/index.asp

NSC (National Safety Council)
http://www.nsc.org

Safety Information on the Internet
http://www.siri.org

SAFETYLINK
http://www.safetylink.com

System Safety Society
http://www.system-safety.org

WHO (World Health Organization)
http://www.who.int/en/

INSET PHOTO CREDITS

January
U.S. Navy photo by Photographer's Mate Airman Joshua Wayne LeGrand

February
(L) U.S. Marine Corps photo by Cpl. Martin T. Bustamante Jr.
(C) U.S. Navy photo By Photographers Mate 3rd Class Tony Spiker
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(R) U.S. Navy photo courtesy of Puget Sound Naval Shipyard & Intermediate Maintenance Facility Public Affairs Office

May
(L) U.S. Marine Corps photo by Lance Cpl. Ryan R. Jackson
(R) U.S. Marine Corps photo

June
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July
Chase Ergonomics, Albuquerque, NM (no Navy endorsement intended)

August
U.S. Marine Corps photo by Sgt. Tracee L. Jackson

September
(L) U.S. Navy photo by Mass Communication Specialist 2nd Class John L. Beeman
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October
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November
U.S. Marine Corps photo by Cpl. J. Agg

December
(L) U.S. Navy photo by Photographer's Mate 3rd Class Dominique M. Lasco
(R) U.S. Marine Corps photo by Lance Cpl. Kamran Sadaghiani

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