



DECA DIRECTIVE 30-17

SAFETY AND OCCUPATIONAL HEALTH PROGRAM

Originating Component:	Health & Safety Directorate
Effective:	March 13, 2020
Releasability:	Unlimited. This directive is approved for public release and is located on DeCA's internet website at www.commissaries.com .
Reissues and Cancels:	DeCA Directive 30.17, "Safety and Occupational Health Program," September 15, 1997
Approved by:	Teena P. Standard Chief of Staff

Purpose: This directive:

- Supersedes Defense Commissary Agency Directive (DeCAD) 30-17 to update policy and responsibilities governing Defense Commissary Agency (DeCA) Safety and Occupational Health Program (SOH) and establishes DeCA Manual (DeCAM) 30-17.1.
- Establishes policy/procedures for implementation of applicable laws, executive orders, government regulations, and national consensus standards criteria concerning SOH, fire prevention, and protection of the environment.
- Establishes policy and guidance for the prevention of accidents.
- Assigns SOH responsibilities.
- Is established in compliance with Department of Defense (DoD) Directive (DoDD) 5105.55 and other regulatory documents listed within this document.

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SECTION 1: GENERAL ISSUANCE INFORMATION

1.1. APPLICABILITY. This directive applies to all DeCA activities and all DeCA personnel in accordance with DoDD 5105.55 and contains internal management control provisions that are subject to evaluation and testing as required by DeCAD 70-2.

1.2. POLICY. It is DeCA's policy to:

- a. Provide a safe and healthful working and shopping environment.
- b. Protect DeCA personnel from accidental death, injury, or occupational illness; and facilities, equipment, and materials from destruction or damage.
- c. Continually reduce the number of occupational injuries and illnesses with an ultimate goal of zero accidents.
- d. Protect the public from the risk of death, injury, illness, or property damage because of DeCA operations.
- e. Comply with U.S. Department of Labor, DoD, and other regulatory agencies applicable standards related to SOH.
- f. Integrate SOH functions into all operations and activities.
- g. Abate workplace hazards as soon as practical, prioritizing using a "worst first" approach.
- h. Provide each employee safety training/education to enable them to work in a safe and healthful manner.
- i. Comply with the instructions provided within DeCAM 30-17.1.

Section 2: Responsibilities

2.1. DeCA Director. The Director of DeCA shall:

- a. Implement this directive and any implementing guidance.
- b. Use the vision, mission, and goals of DoD Instruction 6055.1 to guide SOH decision-making.
- c. Provide and maintain a sufficient number of personnel trained to form a knowledge-based workforce capable of effectively managing SOH aspects of DeCA's mission.
- d. Plan, program, and budget for SOH resource requirements.
- e. Appoint the **Director of Public Health and Safety (HS)** as the Designated Agency Safety and Health Official (DASHO).

2.2. Designated Agency Safety and Health Official (DASHO). The DASHO shall:

- a. Serve as the principal advisor to the DeCA Director and all other management officials on all matters pertaining to the SOH program.
- b. Prepare DeCA directives, manuals, and other publications on the establishment and maintenance of SOH criteria.
- c. Evaluate the implementation of SOH programs and track performance indicators.
- d. Establish goals and objectives for continuous SOH program improvement.
- e. Assign SOH officials at appropriate levels, with adequate staffs and budget to implement the SOH program throughout the Agency.

2.3 Functional Process Owners/Special Staff Group (FPO/SSG) and Area Directors. FPO/SSG and Area Directors shall:

- a. Have the overall responsibility for the implementation and execution of the SOH program within their area of responsibility.
- b. Allocate sufficient resources to fund an active, viable safety program.
- c. Cooperate and communicate with **HS** on all SOH matters.

2.4 Zone Managers. Zone managers shall:

- a. Promote, implement, and ensure compliance with SOH criteria within their zone.
- b. Communicate and coordinate with their assigned **HS Safety Support Manager** on all SOH matters.

2.5 Store Directors and Central Distribution Center (CDC)/Central Meat Processing Plant (CMPP) Managers. Store directors and CDC/CMPP Managers shall:

- a. Establish, manage, and actively support an internal SOH program that implements the requirements of this directive .
- b. Monitor the host-tenant agreement to ensure the receipt of SOH program support.
- c. Communicate and coordinate with their assigned Area Safety Support Manager on all SOH safety matters.
- d. Additional duties and responsibilities are addressed in DeCAM 30-17.1.

GLOSSARY

G.1. ACRONYMS

CDC	Central Distribution Center
CMPP	Central Meat Processing Plant
DASHO	Designated Agency Safety and Health Official
DeCA	Defense Commissary Agency
DeCAD	Defense Commissary Agency directive
DeCAM	Defense Commissary Agency manual
DoD	Department of Defense
FPO	Functional Process Owners
HS	Health and Safety
SOH	Safety and Occupational Health Program
SSG	Special Staff Group
U.S.	United States

REFERENCES

Code of Federal Regulations, Title 29, Part 1910, “General Industry Regulation”
Code of Federal Regulations, Title 29, Part 1926, Construction Industry Regulation”
Code of Federal Regulations, Title 29, Part 1960, “Occupational Safety and Health Programs for
Federal Employees”
DeCA Directive 30-17, “Safety and Occupational Health Program,” September 15, 1997
(hereby rescinded)
DeCA Directive 70-2, “Internal Control Program,” December 17, 2007
DeCA Manual 30-17.1, “Safety and Occupational Health Program Manual,” March 13, 2020
DoD Directive 5105.55, “Defense Commissary Agency (DeCA),” March 12, 2008
DoD Instruction 6055.1, “DoD Safety and Occupational Health (SOH) Program,”
October 14, 2014