



**HEADQUARTERS BATTALION**  
**COMMANDING OFFICER'S POLICY STATEMENT ON**  
**SAFETY**



21 July 2021

**Safety is everyone's responsibility.**

**Risk is managed at multiple echelons.** How that risk is managed must be an on-going conversation among leaders at each of these echelons. **Conversations about risk management up and down chain must be continuous.**

**Low-risk events still incur risk.** They require mitigating safeguards and **persistent vigilance.** Mishaps during low risk-events are often the product of complacency or a false sense of security – **guard against them!**

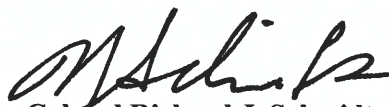
Our most precious resource is our Marines, Sailors, and Civilian Marines. Our Corps continues to experience significant numbers of non-combat related deaths and injuries. Needless attrition detracts from mission accomplishment and reduces readiness. All of us within Headquarters Battalion shall use every resource available to create a culture of safety on and off duty in order to prevent mishaps and maintain readiness. Embrace the four pillars of safety management: policy and leadership, risk management, safety assurance, and safety promotion and training.

**Policy and Leadership:** We will foster a culture of compliance to policy and best practices, and proactive risk management. Everyone, especially leaders, must do their part in ensuring that current safety policy is understood, followed, and hold others accountable to the standard. Force preservation is also key to the success of our mission and to sustaining the health, welfare, and readiness of individual in our formation. Human factors and poor risk management decisions can lead our Marines into dangerous situations. Leaders have a duty to recognize and intervene.

**Risk Management:** We must implement risk management processes into everything that we do, on and off duty. Mishaps occur due to unsafe acts and practices, lethargic culture, and poor supervision. Proper risk management in the planning process mitigates these causal factors, and debriefing events ensures that lessons are effectively learned. Safety only happens through proactive risk management.

**Safety Assurance:** Everyone within the battalion will be provided a safe work environment – continue to improve our safety posture: apply safeguards, report and adopt best practices, report all unsafe conditions and mishaps. All mishaps, and all hazards that may cause mishaps, shall be reported to the Battalion Safety Officer via the chain of command or via the appropriate safety channels for action. Safety is an "All Hands" responsibility, and everyone, regardless of rank, is expected to apply risk management, intervene, and report.

**Safety Promotion and Training:** Safety knowledge, resources, and tools are promulgated through our SharePoint page, unit website, semiannual safety stand downs, and various training. Training requirements include annual safety training for supervisors, bi-annual risk management training, hearing conservation training, motorcycle safety courses (for motorcycle riders), and the driver's awareness course for those Marine drivers under age 26. We all will complete this training.

  
Colonel Richard J. Schmidt  
Commanding Officer