



# United States Department of the Interior

BUREAU OF LAND MANAGEMENT

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EMS TRANSMISSION: 12/19/2004  
Instruction Memorandum No. AZ-2004-012

To: All Employees

From: State Director

Subject: Occupational Safety and Health Policy

**Purpose:** The purpose of this Instruction Memorandum (IM) is to re-state the policy of the Arizona Bureau of Land Management (BLM) on occupational safety and health issues for all employees. The BLM goal is to provide safe and healthy working conditions for all employees, prevent injuries and work-related illnesses, protect BLM property, and provide safety for the public while visiting public lands.

**Background:** BLM safety works on the principle that all injuries are preventable. It is critical that all employees view safety as a core value for which they are inherently responsible and take an active role in the prevention of occupational injuries and illnesses without relinquishing this responsibility for convenience or expediency. There is not a mission, activity, or job important enough that we will knowingly expose any employee to an unacceptable degree of risk from recognized physical/environmental hazards, or conditions that have the potential to cause harm to persons, property, or the environment.

**Policy/Action:** It is paramount that leadership at every level integrates risk management principles into the planning and execution of everything we do. The following principles will govern all Arizona business practices:

1. Comply with all applicable safety and health regulatory requirements as a minimum and implement programs/processes to achieve greater protection to our employees. Safety will not be compromised.
2. Safety and health laws and regulations specify minimum standards for conditions and work practices. Management is responsible for keeping abreast of changes in the laws and making adjustments to maintain compliance.
3. Management will ascertain that equipment, systems, and procedures that are currently in place meet the safety and health standards and that specific training is identified and provided.

4. Employees must report potential safety hazards/issues and be involved in implementing solutions.
5. Management will implement safety and health risk management procedures as an integral part of every BLM operation and decision.
6. Arizona is dedicated to continuous improvement in our performance in health and safety issues.

**Time frame:** This IM is effective immediately.

**Contact:** For questions or further information, please contact Bill Huntington, Safety Engineer, at 602.417.9261.

**SAFETY FIRST: EVERY JOB, EVERY TIME**

Signed by: Carl Rountree  
Associate State Director for  
Elaine Y. Zielinski

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Clerical Staff