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December 19, 2003

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To: District Managers, Deputy State Directors, Staff and Branch Chiefs

From: Deputy State Director, Management Services

Subject: Manager and Supervisor Employee Performance Plan and Results Reports (EPPRR)  DD: 01/30/2004

In accordance with the Bureau of Land Management (BLM) Directors Annual BLM Safety and Health Policy, Washington Office IB No. 2004-031, dated November 19, 2003, all management personnel in charge of facilities and all supervisors will have a safety element included in their EPPRR.

The following performance element will be included in EPPRRs for management personnel in charge of facilities and all supervisors:

Using sound safety principles and the application of risk management techniques, ensures actions are promptly taken to provide a safe and healthy workplace free from recognized hazards, prevent injuries to our employees, protect BLM property from damage, and provide for the safety of the public when visiting or using public lands.

Questions regarding this requirement should be directed to Jim Chandler, State Safety Manager, at (503) 808-6249.

Districts with Unions are reminded to notify their unions of this Information Bulletin and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
John Keith
Acting

Authenticated by
Mary O’Leary
Management Assistant

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