

**New Mexico/Oklahoma/Texas/Kansas
FY 2001 Safety and Occupational Health Action Plan**

Action Item Description	Start Date and Completion Date	Responsibility	Status or Accomplishment
<p>Establish a Regional State Safety Management Committee that will:</p> <ul style="list-style-type: none"> a. Review safety program performance and recommend corrective or remedial procedures to the State Director. b. Perform other safety program related tasks as assigned by the State Director. c. Review selected accidents and incidents for lessons learned and recommend corrective actions to the State Director. <p><i>(Reference: 485 DM, Chap. II, para. 2.13 and BLM Manual, Safety, .04D8)</i></p>	November 2000	State Director DSD, Support Svcs. State Safety Engineer	
<p>Field Offices will establish a Safety Committee chaired by the FO or Assistant FO which meets regularly and performs similar duties to those listed above.</p> <ul style="list-style-type: none"> - provide a copy of the Safety Committee Minutes to the State Safety Office. <p><i>(Reference: BLM Manual, Safety, .04D9)</i></p>	December 2000	State Director Field Manager	

<p>Field Offices will conduct annual facility inspections. These formal inspections must be conducted by personnel with sufficient technical competence to recognize unsafe working conditions (Life Safety Code, OSHA/Industry Standards, National Electric Code, etc.)</p> <ul style="list-style-type: none"> - provide a copy of the inspection results to the State Safety Office. <p><i>(BLM Handbook 1112-1, Safety and Health Management, Chapter 5, Para. 5.1)</i></p>	<p>December 2000</p>	<p>Field Manager Full Time/Collateral Duty Safety Officer</p>	
<p>Comprehensive Assessment, Safety, Health, and the Environment (CASHE) Program.</p> <ul style="list-style-type: none"> - Archer Incorporated, per instruction from the BLM CASHE Program Manager, provided each FO with a spreadsheet(s) (except Amarillo) that contains pertinent CASHE findings. <ul style="list-style-type: none"> – Provide update status of all CASHE findings directly to Archer Incorporated. – Provide a copy of the updated CASHE findings to the State Safety Office. 	<p>December 2000</p>	<p>Field Manager Full Time/Collateral Duty Safety Officer Hazardous Material Coordinator</p>	
<p>Develop a written Safety and Health Manual specific to the NM/OK/TX/KS region.</p> <p><i>(BLM Safety Performance Management Review Audit Criteria)</i></p>	<p>December 2000</p>	<p>State Safety Engineer</p>	

