



**LANGLEY
POLICY
DIRECTIVE**

**Directive: LAPD 1700.1
Effective Date: July 22, 2004
Expiration Date: March 15, 2009**

Responsible Office: Office of Safety, Security, Environment, and Mission Assurance

SUBJECT: Safety Program (Revalidated 3/15/04)

1. SUMMARY

This policy directive sets forth an overview of the Langley Research Center (LaRC) safety program.

2. OBJECTIVE

The objective of this program is to ensure each employee a safe and healthful working environment that is free from unacceptable hazards which could result in property damage, injury, or loss of life.

3. DELEGATION

The Director has the overall Center safety responsibility and is responsible for the safety program through the Executive Safety Board. The Office of Safety, Security, Environment, and Mission Assurance (OSSEMA) is delegated functional responsibility for ensuring that programmatic efforts are made and implemented that *will* provide a safe and healthful work environment.

4. GENERAL

Effective enforcement of the safety program at LaRC is made possible through the efforts of an Executive Safety Board; a full-time safety staff (assigned to OSSEMA); functional committees in designated technical activities; and personnel within LaRC facilities; all of whom advise the Director and OSSEMA concerning safety areas. The line of authority and responsibility for the safety organization are described in the Attachment. Detailed responsibilities are contained in LAPD 1700.2 and LAPD 1150.2.

5. IMPLEMENTATION

Because safety cannot be separated from planning, management, and operations, the primary responsibility for safety rests with line organization management, beginning with the Director. Day-to-day implementation of LaRC's safety program is the responsibility of the Safety Manager, OSSEMA. The Safety Manager has a staff of specially trained individuals to ensure compliance with safety policy. Because of the nature of our research organizations and the multiple and varied types of facilities and research

and research equipment at LaRC, considerable reliance and responsibility for ensuring adherence to safety rules and regulations rests with our research and engineering organizations. Therefore, each facility has a designated Facility Safety Head and Facility Coordinator (published in the LaRC Telephone Directory). They are appointed by the Vice Chairperson, Executive Safety Board, and the Safety Manager and they are responsible for activities within their designated facilities. OSSEMA is responsible for assisting and supporting the Facility Safety Heads and Facility Coordinators. The basic concept is one of checks and balances, continuous management surveillance to assure reasonable, effective, and efficient application of safety policies, rules, and technical capabilities so that LaRC's mission is accomplished without jeopardy to our personnel or facilities.

6. SAFETY REFERENCES

Background information on the LaRC safety program is contained in the following documents:

- a. NPD 1800.2, "NASA Occupational Health Program."
- b. NPD 8621.1, "NASA Mishap Reporting and Investigating Policy."
- c. NPR 8715.1, "NASA Safety and Health Handbook Occupational Safety and Health Program."
- d. NPR 8715.3, "NASA Safety Manual."
- e. NSS 1740.11, "Safety Standard for Fire Protection."
- f. Occupational Safety and Health Act of 1970.
- g. Executive Order 11612, "OSHA Programs for Federal Employees."
- h. LAPD 1700.2, "Safety Assignments."
- i. LAPD 1150.2, "Boards, Panels, Committees, Councils, and Teams."
- j. LAPD 7000.2, "Review Program for Langley Research Center (LaRC) Facility Projects."
- k. LPR 8800.1, "Environmental Program Manual."
- l. Langley Research Center Safety Manual.

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7. CANCELLATION

LAPD 1700.1, dated June 25, 2002.

REVALIDATED March 15, 2004, original signed by,

Jeremiah F. Creedon
Director

Attachment

LANGLEY RESEARCH CENTER SAFETY ORGANIZATION

