



DEPARTMENT OF THE NAVY

CHIEF OF NAVAL OPERATIONS  
2000 NAVY PENTAGON  
WASHINGTON, DC 20350-2000

IN REPLY REFER TO

OPNAVINST 3590.24D  
N76

JAN 26 2004

**OPNAV INSTRUCTION 3590.24D**

From: Chief of Naval Operations

Subj: **CHIEF OF NAVAL OPERATIONS (CNO) AFLOAT SAFETY AWARDS PROGRAM**

Ref: (a) COMSCINST 5100.17C (NOTAL)  
(b) OPNAVINST 5100.8G  
(c) OPNAVINST 5100.19D  
(d) OPNAVINST 5102.1C  
(e) COMNAVSURFORINST 3502.1 (NOTAL)  
(f) OPNAVINST 3120.32C

Encl: (1) Evaluation Criteria  
(2) Afloat Safety and Health Program Evaluation

1. **Purpose.** To revise the Afloat Safety Awards Program and to issue policies and procedures for selecting the winners of the CNO Afloat Safety Award. A complete review of this entire instruction is recommended upon receipt.
2. **Cancellation.** OPNAVINST 3590.24C.
3. **Discussion.** This revision re-designates the amphibious competitive categories, allowing ships to compete in an equally rated competition based upon crew size. This revision includes the submarine forces and reflects current ship/submarine classes in service that are eligible to receive this award. This revision establishes a "Best of the Best" award category, which will receive special Secretary of the Navy (SECNAV) recognition.
4. **Scope.** This instruction applies to all afloat units under the operational control of Commander, Naval Surface Force (COMNAVSURFOR); Commander, Naval Submarine Force (COMNAVSUBFOR); Commander, Naval Surface Force, U.S. Atlantic Fleet (COMNAVSURFLANT); Commander, Submarine Force, U.S. Atlantic Fleet (COMSUBLANT); Commander, Naval Surface Force, U.S. Pacific Fleet (COMNAVSURFPAC); Commander, Submarine Force, U.S. Pacific Fleet (COMSUBPAC); Commander, Naval Reserve Forces Command (COMNAVRESFORCOM); and Commander, Mine Warfare Command (COMINEWARCOM). Reference (a) governs afloat safety awards for units assigned to the Commander, Military Sealift Command (COMSC) (civil service manned ships).
5. **Policy.** The Afloat Safety Awards Program enhances the Navy safety program as outlined in reference (b). These awards recognize outstanding contributions to fleet readiness, increased

JAN 26 2004

morale, and efficient, economical use of resources through safety. In addition to an outstanding safety record, ships selected must have aggressive safety programs that actively contribute to increased mishap prevention for the general benefit of the afloat community during the award period. Of particular importance is comprehensive and professional internal safety reporting from candidate ships as outlined in references (b) and (c) and external safety mishap reporting required by references (c) and (d). Consideration for CNO afloat safety awards requires achieving the highest standards of safety. The failure of all units within a competitive category to meet these standards will result in no award being presented.

6. **Competitive Categories.** The following competitive categories are established:

a. Surface Type Commanders (TYCOM), COMNAVSURFLANT and COMNAVSURFPAC, will select one ship for each category listed below for each 12-month competitive cycle. Of the ships selected for these awards, COMNAVSURFLANT and COMNAVSURFPAC will select their most deserving ship that best maintained the highest standards of safety for the competitive cycle for the "Best of the Best" category.

Cruiser -- CG  
Destroyer -- DD, DDG  
Frigate (includes NRF) -- FFG  
Patrol Coastal -- PC  
Mine Warfare (includes NRF) -- MCM, MHC  
Amphibious (Lg) -- AGF, LCC, LHA, LHD  
Amphibious (Med/Sm) -- LPD, LSD  
Combat Logistics -- AOE  
"Best of the Best" -- Most deserving ship

b. Submarine TYCOMs, COMSUBLANT and COMSUBPAC, will select one submarine for each category listed below for each 12-month competitive cycle. Of the submarines selected for these awards, COMSUBLANT and COMSUBPAC will select their most deserving submarine that best maintained the highest standards of safety for the competitive cycle for the "Best of the Best" category.

Fast Attack Submarine -- SSN  
Fleet Ballistic Missile Submarine -- SSBN  
"Best of the Best" -- Most deserving submarine

c. All TYCOMs, COMNAVSURFLANT, COMNAVSURFPAC, COMSUBLANT and COMSUBPAC, will nominate up to one ship for each category listed below for each 12-month competitive cycle. Commander, Naval Safety Center (COMNAVSAFECEN) will select one ship for each category for the Navy-wide award for each 12-month competitive cycle.

Salvage Ship -- ARS  
Submarine Tender -- AS

JAN 26 2004

d. Surface Force Commander, COMNAVSURFOR, will select one ship ("Best of the Best") from those included in paragraph 6a for special consideration.

e. Submarine Force Commander, COMNAVSUBFOR, will select one submarine ("Best of the Best") from those included in paragraph 6b for special consideration.

#### 7. CNO Afloat Safety Awards

a. The CNO will award plaques, procured by the Naval Safety Center, to the winning unit in each competitive category. The winning unit in each category will permanently retain the plaque. Following CNO selection, Commander, Naval Safety Center (COMNAVSAFECEN) will provide the awards to the TYCOMs for presentation.

b. Each winner will also receive a CNO citation.

c. Winners will receive authorization to display a green "S" (for safety) marking on the bridge, sail bulwark or other suitable location. The size and placement of the "S" will be in accordance with reference (e) (same overall dimensions as the Battle "E").

8. Selection Criteria. TYCOMs use enclosures (1) and (2) to evaluate nominees. Selection of the winners will be based on, but not limited to:

a. Overall command safety program organized and functioning as required by references (c) and (f).

b. Mishap reporting record and quality, including hazards (near misses) and lessons learned as discussed in references (c) and (d).

c. Contributions to shipboard safety recommended by official correspondence or reported by mishap reports.

d. Published safety articles.

e. Recommended equipment design changes or improvements in procedures relating to safety.

f. Innovative efforts to promote mishap prevention and hazard awareness.

#### 9. Action

##### a. Type Commanders

(1) For surface ship and submarine awards, forward complete list of selections to COMNAVSAFECEN by 15 February.

JAN 26 2004

(2) For Navy-wide awards, forward nominee names with supporting material to COMNAVSAFECEN by 15 February.

(3) For the "Best of the Best" awards, COMNAVSURFLANT and COMNAVSURFPAC will forward their nominee with supporting material to COMNAVSURFOR by 01 March.

(4) For the "Best of the Best" awards, COMSUBLANT and COMSUBPAC will forward their nominee with supporting material to COMNAVSUBFOR by 01 March.

b. Force Commanders. COMNAVSURFOR and COMNAVSUBFOR submit selections for "Best of the Best" to COMNAVSAFECEN by 15 March.

c. COMNAVSAFECEN

(1) For surface ship awards, consolidate and forward selections to the Director, Surface Warfare Division (CNO (N76)) by 01 March. Upon announcement of winners, deliver plaques to TYCOMs for presentation.

(2) For submarine awards, consolidate and forward selections to the Director, Submarine Warfare Division (CNO (N77)) by 01 March. Upon announcement of winners, deliver plaques to TYCOMs for presentation.

(3) For Navy-wide awards, review nominee inputs, make selections and forward to the Director, Surface Warfare Division (CNO (N76)) by 01 March. Upon announcement of winners, deliver plaques to TYCOMs for presentation.

(4) For "Best of the Best" awards, forward selections to the Special Assistant for Safety Matters (CNO (N09F)) for special SECNAV recognition by 15 March.

d. Unit Commanders. Submit award packages to respective TYCOM in accordance with paragraph 8, enclosures (1) and (2), and all other TYCOM directives. Submarine squadron commanders will make nominations and forward award packages to respective Group/ TYCOM.

10. Report. Reporting requirement contained in paragraph 8 is exempt from reports control by SECNAVINST 5214.2B.



M. J. EDWARDS  
Rear Admiral, U. S. Navy  
Director, Surface Warfare

JAN 26 2004

## Distribution:

SNDL	A5	(CHNAVPERS) (PERS 51)
	21A	(Fleet Commanders)
	22A	(Fleet Commanders)
	23A	(Naval Force Commanders)
	23C	(Reserve Force Commander)
	24D	(Surface Force Commanders)
	24G	(Submarine Force Commanders)
	25A	(Mine Warfare Command)
	26A	(Amphibious Group)
	26B	(Reserve Forces Command and Detachment)
	26E	(Amphibious Unit)
	26H	(Naval Coastal Warfare Group)
	28B	(Cruiser-Destroyer Group)
	28C	(Surface Group and Force Representative)
	28D	(Destroyer Squadron)
	28J	(Combat Logistic Squadron)
	28K	(Submarine Group, Squadron and Support Unit and Center)
	28L	(Amphibious Squadron)
	29A	(Guided Missile Cruiser) (CG)
	29C	(Patrol Coastal) (PC)
	29E	(Destroyer (DD), 963 Class)
	29F	(Guided Missile Destroyer) (DDG)
	29N	(Submarine) (SSN)
	29Q	(Fleet Ballistic Missile Submarine) (SSBN)
	29AA	(Guided Missile Frigate) (FFG)
	30	(Mine Warfare Ships)
	31A	(Amphibious Command Ship) (LCC)
	31G	(Amphibious Transport Dock) (LPD)
	31H	(Amphibious Assault Ship) (LHA) (LPH)
	31I	(Dock Landing Ship)(LSD)
	31N	(Multi-Purpose Amphibious Assault Ship) (LHD)
	32H	(Fast Combat Support Ship) (AOE)
	32X	(Salvage Ship) (ARS)
	32DD	(Submarine Tender) (AS)
	32KK	(Miscellaneous Command Ship) (AGF)
	FF5	(COMNAVSAFECEN)
	FKA1G	(COMNAVSEASYS COM)

## Copy to:

OPNAV (N1, N12, N3/N5, N4, N42, N6/N7, N75, N752, N753, N76, N762, N77, N78, N8, N095)

JAN 20 2004

## EVALUATION CRITERIA

1. **OVERALL SAFETY AND HEALTH PROGRAM ORGANIZATION.** Overall command safety and health program should be organized and function as required by references. Evaluation should include absence of significant mishaps and contributions toward issued mishap reduction goals. Reference: OPNAVINST 5100.19D.
2. **FORCES AFLOAT HAZARD ABATEMENT.** Program should show evidence of utilizing ships maintenance action forms and current ships maintenance plan to record and abate Navy Occupational Safety and Health (NAVOSH) deficiencies. References: OPNAVINST 5100.19D.
3. **MISHAP REPORTING AND INVESTIGATION.** Program should encompass timely mishap reporting record and quality, including hazards (near mishaps) and lessons learned. References: OPNAVINST 5102.1C and OPNAVINST 5100.19D.
4. **SHIPBOARD SAFETY CONTRIBUTIONS.** Contributions to shipboard safety recommended by official correspondence or reporting by mishap reports, including SAFETYGRAMs. References: OPNAVINST 5102.1C and OPNAVINST 5100.19D.
5. **SAFETY ARTICLES OR PUBLICATIONS.** Published safety articles in any Navy or maritime publication.
6. **CHANGES OR IMPROVEMENTS RELATING TO SAFETY AND HEALTH.** Recommended equipment design changes or improvements in procedures relating to safety and health.
7. **PROMOTION OR MISHAP PREVENTION AND HAZARD AWARENESS.** Innovative efforts to promote mishap prevention and hazard.
8. **SAFETY COUNCILS AND COMMITTEES.** Review attendance, minutes, problem solving capability and evidence of active councils and committees. References: OPNAVINST 5100.19D.
9. **SAFETY AND HEALTH TRAINING.** Information of effectiveness can be obtained via logs, service records and training rosters. Examples of safety and health training include: hearing conservation, electrical safety, respiratory protection, hazardous material, motorcycle safety, asbestos awareness, mishap reporting and other subject matter. References: OPNAVINST 3120.32C and OPNAVINST 5100.19D.
10. **HAZARDOUS MATERIAL SAFETY PROGRAM.** Appointment of a HAZMAT coordinator with issued instructions. Coordination by safety officer, supply and medical departments should be evidenced through proper labels, protective equipment on board and in use, first aid training and spill cleanup training, proper stowage, up to date HAZMAT inventories, use of material safety data sheets, and familiarization with the Hazardous Material Information Systems (HMIS). Reference: OPNAVINST 5100.19D.

JAN 26 2004

**11. NAVOSH SURVEYS AND DEFICIENCIES.** A comprehensive "walk-through" assessment of workplaces aboard ships must be conducted as part of the routine or special inspections by the command itself. Findings of such inspections should be the basis for requesting industrial hygiene surveys from Chief, Bureau of Medicine and Surgery (BUMED). Occupational Safety and Health (OSH) deficiencies identified by the command and industrial hygiene surveys should be entered into the Current Ships Maintenance Project (CSMP). Evidence of internal Navy Occupational Safety and Health (NAVOSH) assessments and industrial hygiene, as well as use of the CSMP for deficiency correction, should be the primary factors for these evaluation criteria. Reference: OPNAVINST 5100.19D.

**12. MAJOR PLANNED MAINTENANCE SYSTEM (PMS) SAFETY DEFICIENCIES.** This may be used as a measuring source. How the deficiencies are recorded, resolved and prioritized will be a reflection of command support.

**13. MAJOR INSPECTION AND SURVEY (INSURV) SAFETY DEFICIENCIES.** Priority and resolution may be used as reflection of command involvement with safety and health.

**14. PERSONAL PROTECTIVE EQUIPMENT.** Should reflect proper equipment selection, maintenance, training and mandatory enforcement of equipment use. Reference: OPNAVINST 5100.19D.

**15. ELECTRICAL SAFETY PROGRAM.** Evidence of command support in training, testing, and involvement of the executive officer, electrical officer, electrical safety officer, supply officer, medical officer, and division officers should be evident throughout the program. References: OPNAVINST 5100.19D, OPNAVINST 3120.32C, and NSTM Chapter 300.

**16. MOTOR VEHICLE SAFETY PROGRAM.** Should include Government-Owned Vehicle (GOV), Privately-Owned Vehicle (POV), four wheel and two wheel one duty and off duty motor vehicle safety. References: OPNAVINST 5100.12G, OPNAVINST 5100.19D, and OPNAVINST 5102.1C.

**17. RECREATION/OFF-DUTY SAFETY PROGRAM.** Examples such as home safety, poison prevention, lawnmower safety, sports safety. Efforts made in any of these or other areas via Plan of the Day (POD), Closed Circuit Television (CCTV), etc. References: OPNAVINST 5100.25A, OPNAVINST 5100.19D, and OPNAVINST 5102.1C.

JAN 26 2004

USS \_\_\_\_\_

**AFLOAT SAFETY AND HEALTH PROGRAM EVALUATION**

<b>EVALUATION CRITERIA</b>	<b>AVERAGE</b>	<b>ABOVE AVERAGE</b>	<b>OUTSTANDING</b>
1. OVERALL SAFETY AND HEALTH PROGRAM ORGANIZATION			
2. FORCES AFLOAT HAZARD ABATEMENT			
3. MISHAP REPORTING AND INVESTIGATION			
4. SHIPBOARD SAFETY CONTRIBUTIONS			
5. SAFETY ARTICLES OR PUBLICATIONS			
6. CHANGES OR IMPROVEMENTS RELATING TO SAFETY AND HEALTH			
7. PROMOTION OF MISHAP PREVENTION AND HAZARD AWARENESS			
8. SAFETY COUNCILS AND COMMITTEES			
9. SAFETY AND HEALTH TRAINING			
10. HAZARDOUS MATERIAL SAFETY PROGRAM			
11. NAVOSH SURVEYS AND DEFICIENCIES			
12. MAJOR PMS SAFETY DEFICIENCIES			
13. MAJOR INSURV SAFETY DEFICIENCIES			

**JAN 26 2004**

USS \_\_\_\_\_

**AFLOAT SAFETY AND HEALTH PROGRAM EVALUATION**

<b>EVALUATION CRITERIA</b>	<b>AVERAGE</b>	<b>ABOVE AVERAGE</b>	<b>OUTSTANDING</b>
14. PERSONAL PROTECTIVE EQUIPMENT			
15. ELECTRICAL SAFETY PROGRAM			
16. MOTOR VEHICLE SAFETY PROGRAM			
17. RECREATION/OFF-DUTY SAFETY PROGRAM			