Goddard Policy Directive (GPD)

DIRECTIVE NO.	GPD 8715.1C
EFFECTIVE DATE:	January 15, 2014
EXPIRATION DATE:	January 15, 2019

Responsible Office: 300/Safety and Mission Assurance Directorate

Title: Goddard Space Flight Center Safety Policy

1. POLICY

In accordance with National Aeronautics and Space Administration (NASA) policy, Goddard Space Flight Center (GSFC) has an unwavering commitment to safety. GSFC is committed to maintaining a safe and healthy workplace, and to ensuring the protection of employees, facilities, equipment and the general public. GSFC shall:

a. Not compromise the safety of the public and our employees in the conduct of our work.

b. Comply with all applicable laws and regulations affecting the safety and health of Center personnel.

c. Encourage the reporting of workplace hazards, ensuring that no employee is subject to restraint, interference, coercion, discrimination, or reprisal for doing so.

d. Ensure that all alleged hazardous conditions are investigated, all identified safety and health risks are properly assessed and controlled, and pertinent lessons-learned situations are publicized to prevent reoccurrences.

e. Act to protect, preserve, and responsibly use all resources and assets that NASA and this nation have entrusted to us.

f. Establish safety and health goals, objectives, and performance metrics.

To this end, GSFC shall implement a GSFC Safety Program in accordance with NPD 8700.1, "NASA Policy for Safety and Mission Success" and NPR 8715.1, "NASA Occupational Safety and Health Programs."

2. APPLICABILITY

This policy applies to all GSFC civil service and contract employees, and employees of other Government and non-Government organizations located at GSFC facilities.

3. AUTHORITY

a. 42 U.S.C. 2473(c)(1), Section 203(c)(1) of the National Aeronautics and Space Act of 1958, as amended.

b. 29 U.S.C. 668, Section 19 of the Occupational Safety and Health Act of 1970, as amended.

c. Executive Order 12196, dated February 26, 1980, "Occupational Safety and Health Programs for Federal Employees", as amended.

d. 29 CFR Part 1960 "Basic Program Elements for Federal Employee Occupational Safety and Health Programs and Related Matters".

4. APPLICABLE DOCUMENTS

a. NPD 8700.1, NASA Policy for Safety and Mission Success
b. NPR 8715.1, NASA Occupational Safety and Health Programs

5. RESPONSIBILITIES

5.1 Center Management is responsible for:

a. Establishing and directing the GSFC Safety and Health program consistent with the requirements and guidance of NASA and other regulatory authorities.

b. Providing the resources necessary for implementing the GSFC Safety and Health program.

c. Establishing and periodically evaluating the program's goals and objectives and reviewing the Center's progress toward obtaining them.

d. Establishing direction for including elements of the Safety and Health program in the performance evaluation systems for managers, supervisors, and employees.

5.2 The Center Safety and Mission Assurance (SMA) Directorate supports the Center Director in implementing their responsibilities.

The Center SMA Directorate shall:

a. Provide local SMA leadership and policy implementation direction for Center-hosted programs, projects, and operations.

b. Serve as the Center focal point for the alternative, independent SMA line of Communication.

c. Assure that effective and efficient SMA processes are in place to enhance the potential for success of NASA programs, projects, elements, and activities hosted by the Center.

5.3 Supervisors are responsible for:

a. Ensuring that employees know, understand, and adhere to this policy and the GSFC Safety and Health program.

b. Ensuring that employees are aware of their responsibilities for safety.

c. Ensuring that employees have the proper training, equipment, and resources to perform safely.

d. Providing a safe and healthful work place.

e. Responding promptly to employee-originated safety concerns.

5.4 Employees are responsible for:

a. Taking necessary and appropriate actions to get work done safely.

b. Acting in a manner that ensures safety to self, fellow workers, the public, property, and the environment.

c. Performing activities according to proper safety, health and environmental practices and procedures as posted, instructed, and prescribed.

d. Using appropriate safety protective equipment and devices.

e. Promptly reporting unsafe conditions and/or unsafe work to their supervisors or through the use of established reporting systems.

6. DELEGATION OF AUTHORITY

None

7. MEASUREMENT/VERIFICATION

Measurement and verification will be conducted in accordance with Goddard Procedural Requirement (GPR) 1700.1 Occupational Safety Program at Goddard Space Flight Center.

8. CANCELLATION

GPD 8715.1B, Goddard Space Flight Center Safety Policy

Original Signed By
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Director

Attachment A – Definitions

None

CHANGE HISTORY LOG

Revision	Effective Date	Description of Changes
Baseline	10/30/01	Initial Release
A	01/17/05	As directed during the FY04 Center Rules Review, the Responsible Office modified this document to remove requirements that were no longer needed and to clearly distinguish requirements from supporting information. Administrative changes were made throughout to correct responsible organization names and codes, and to retitle Goddard Procedures and Guidelines (GPG) to Goddard Procedural Requirements (GPR). All changes were reviewed and approved by the Goddard Quality Management System Council (QMSC).
B	12/10/2007	Revalidate for a period of 5 years.
B	12/11/12	Administratively extended for 1 month.
B	1/31/13	Administratively extended for 6 months.
B	7/24/13	Administratively extended for 1 year.
C	1/15/14	Updated references to be current and included the wording identified in the Goddard Governance System on councils. Changed responsible office from Code 100 to Code 300.