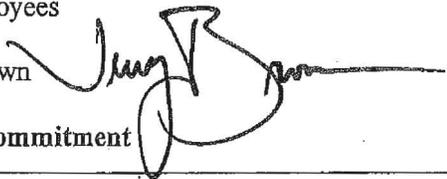


CONTRA COSTA WATER DISTRICT
Interoffice Memorandum

DATE: January 28, 2016

TO: All Employees

FROM: Jerry Brown 

SUBJECT: Safety Commitment

As 2016 gets underway I am renewing my commitment to creating a world-class safety culture here at the District and I encourage you to join me. Over the past five years, we have made many significant safety program improvements and important strides to creating a safety culture based on trust and respect. We still have work to do to further improve our workplace culture so that every employee is involved in the safety program and comfortable bringing up safety concerns and suggestions. To achieve this I am requesting the following from all employees:

- Communicate safety events promptly and participate in addressing events and hazards quickly and efficiently using the safety event reporting system. Sharing events, solutions, and best practices allows everyone to learn and improve.
- Actively encourage reporting of safety events by others, positively acknowledge employees that identify safety events and contributions, and respond promptly and positively to safety concerns. Information sharing is a team effort.
- Recognize the safety contributions of your peers. The Safety Committee is updating the Safety Recognition program and I encourage all employees to put this important tool to use.
- Identify safety program improvements; continuous improvement of programs and processes is only possible with input from all of you.
- Assess work to identify and mitigate hazards versus relying on personal protective equipment, which should be the last line of defense. You will be hearing more about utilizing methods such as the prevention through design program this upcoming year that can provide helpful tools on how to eliminate hazards effectively.

My vision for our organization continues to be an injury rate of zero, meaning employees would not suffer workplace accidents and there would be no lost-time injuries. The ability to make this vision a reality rests on the commitment of each and every one of us to work safely as a team. I am pledging to follow the points I have made above, and additionally will continue to dedicate resources and time to improve facilities and workspaces to ensure the safety of employees and the public. I welcome your ideas and suggestions on how we can continue to work together toward our common goal of achieving a world-class safety culture at the District.

RM/SB:mc