

ESAMS

Enterprise Safety
Applications Management
System

HGWLLC.com

MARINE CORPS BASE CAMP LEJEUNE

COMMANDING OFFICERS SAFETY POLICY

“Safety is a shared responsibility between the individual and the leader. Creating the command climate free of mishaps rests with my subordinate leadership and me. To achieve this climate, I expect the following from each of my leaders;”

- Exhibit a sincere commitment to mishap prevention & risk management
- Verbalize a belief in the value of safety
- Be courageous enough to set and enforce standards. Do not accept shortcuts.
- Provide quality training to ensure personnel learn correct safety practices.
- Possess the integrity to hold people accountable for violations of safety standards
- Demand safety and risk management be integrated prior to executing any training or event.

ESAMS

ESAMS provides a mechanism for the centralized collection of data for;

- Mishap reports
- Training
- Direct and indirect costs
- Medical surveillance
- Hazard analysis



ESAMS reduces duplication and time spent on the manual paper record-keeping process.

ESAMS Key Aspects

Getting started-

Go to P-Drive, Safety folder

Then

□ MCCS SOP 5100.1 ESAMS

- New user login steps
- Supervisor directions to create/submit mishaps
- Supervisor/Facility Managers steps to report mitigation of hazards

ESAMS Key Aspects

□ Sends automated e-mail notifications to employees; supervisors; environmental and safety professionals; and other designated individuals regarding:

* Commitments

* Physicals

* Inspections

* Project assessments

* Requirements

* Mishaps

* Abatement issues

* Unsafe unhealthful reports

□ Provides organizations with integrated components utilizing a central data management system comprised of data from:

- Mishaps
- Training
- Medical surveillance
- Metrics, etc.

ESAMS Key Aspects cont.

- Updates trending reports providing a framework for metric calculations and measurements.

- Provides on-line registration for
 - Upcoming classes

 - Web-based training using randomized testing

 - Automatic updates to training records.

ESAMS

System Benefits

- User access is restricted to organizational personnel. Access can be obtained, regardless of location, from any facility in the world.
- Access to information entered into the system is immediate (real-time data) with user interaction level determined by the organization.
- Centralized administration of the applications by HGW does NOT require technical IT support from the organization.
- All application updates are centralized and automatically available to the user. There are no software files, patches, or updates to disseminate and load onto individual computers.

ESAMS

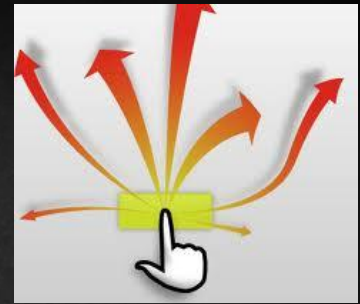
System Benefits cont.

- ESAMS is designed to be user friendly. There are no special skills required to use the system.
- Applications are customizable to meet organization-specific requirements and provide increased scalability and flexibility to the customer.
- User and technical support is provided by HGW's technical support team via phone, fax or e-mail.



ESAMS

Links



- ❖ My links – Contains all the basic areas that a standard user would need to access
- ❖ Supervisor Links – Contains all the links that a person with supervisor access would need in ESAMS
- ❖ News and Events – Contains the most recent ESAMS Newsletter and any messages that the region or clamant wishes to post.
- ❖ Help – POC's, FAQ's, Help desk, Questions or comments.
- ❖ Admin links – These links are used by ESAMS administrators with specific access for each application.

ESAMS

Application terms

- ❑ **TRMS** - Training & Requirements Management System
- ❑ **IIRTS** - Injury/Illness Reporting and Tracking System
- ❑ **IDATS** - Inspection, Deficiency, & Abatement Tracking System
- ❑ **JHA** - Job Hazard Analysis

TRMS

TRMS is the personnel administrative area in ESAMS.

- ❑ Assign access roles to designated personnel.
- ❑ Establish and assign duties/tasks to personnel.
- ❑ Create duties/tasks which include
 - * Training requirements
 - * Personal protective equipment
- ❑ Create classroom training schedules, enroll personnel in class, and manage class records, i.e. pass, fail, or absent.

Note: Although MCCS annual safety training is prescribed through modules, safety training can be supplemented with the vast assortment of on-line ESAMS classes

TRMS cont.

MCCS Division

Each division has assigned & trained ESAMS administrators to;

- Create user profiles for new employees
- Transfer ESAMS profiles when employees go to different Divisions
- Archives employee record when employment is terminated.

IIRTS

Injury Illness Report Tracking System

- ❑ In addition to injury or illnesses, IIRTS tracks
 - * Property damage
 - * Near miss incidents.
- ❑ Reports of injury and or property damage may be linked together to capture a complete mishap event.

IDATS

Inspection, Deficiency, & Abatement Tracking System

● IDATS is an on-line system for:

- * OSH professionals
- * Supervisors
- * Employees

To record, manage, and track assessments and inspections along with the identified deficiencies at various levels.

Job Hazard Analysis (JHA)

- Required for every position description
- Should be accomplished by supervisor and worker
- Need to be kept on file at shop and MCCS Safety office

Summary

ESAMS provides a mechanism for a centralized collection of data for all MCCS employees