



**The Secretary of Energy**  
Washington, DC 20585

September 20, 2013

MEMORANDUM FOR HEADS OF DEPARTMENTAL ELEMENTS

FROM: ERNEST J. MONIZ  
SECRETARY OF ENERGY

DANIEL B. PONEMAN  
DEPUTY SECRETARY

Handwritten signatures of Ernest J. Moniz and Daniel B. Poneman in black ink.

SUBJECT: Personal Commitment to Health and Safety through Leadership,  
Employee Engagement, and Organizational Learning.

We are writing to ask you to join us in reaffirming our personal and professional commitment to safely fulfilling the Department's important mission responsibilities. The Department's thousands of Federal, laboratory, and contractor employees work hard every day in pursuit of energy independence, global scientific leadership, national security, and environmental stewardship. They are the key to our success. We would like to revitalize our efforts to protect the health and safety of our employees, as well as the health and safety of those who reside in the communities in which the Department operates or are otherwise affected by our work. The Department's ultimate safety objective is to have zero accidents, work-related injuries and illnesses, regulatory violations, and reportable environmental releases. The Department's Integrated Safety Management policy is the foundation of our approach to safety and health.

The following precepts reflect our strong commitments to safety and health. We ask you to join us in advancing these leadership, employee engagement, organizational, and educational goals in your areas of responsibility.

- We will pursue a safety culture built on an environment of trust and mutual respect, worker engagement and open communication, an atmosphere that promotes a questioning attitude with effective resolution of reported problems, and continuous learning.
- We will operate our facilities and conduct work activities in a manner that protects our employees, the public, and the environment. We recognize that meeting minimum requirements merely reflects the starting point in our pursuit of excellence and is not the end objective.
- Each one of us is responsible for safety at the Department. We will strive to ensure that every employee understands his or her role, responsibility, authority, and accountability in safely planning, executing, and monitoring work performance.



- We will foster a safety conscious work environment across all Departmental operations. Federal, laboratory, and contractor workers have the right to identify and raise issues that affect their safety and health or that of their co-workers openly, and without fear of reprisal. We must not deter, discourage, or penalize employees for the timely identification of safety, health, environmental, quality or security issues, the reporting of illnesses or injuries, or the use of Employee Concerns or Differing Professional Opinion Programs. Our workers will receive a prompt, professional, and transparent evaluation and resolution of their concerns.
- We will learn from our mistakes and experiences. We will report errors and problems, establish vigorous corrective action programs, monitor performance through multiple means, learn from operational experience, and encourage a questioning attitude.

We greatly value – and depend upon – the service of the men and women working to achieve the Department’s important missions that the American people have entrusted to us. We can only advance these challenging missions if we provide all of our employees a safe and healthy work environment and foster a culture in which workers at all levels are empowered to bring forth problems, participate in the development of solutions, and are considered partners in decisions that affect their work.

Thank you for your leadership in ensuring the safe execution of the Department’s vital and urgent responsibilities.