

**NCTC GULFPORT
Initial Safety Check-In**

Per NETCINST 5100.1A the Command SOH Manager shall ensure all new employees receive a thorough indoctrination and complete tour of the activity. This form will be completed to ensure compliance.

Return a copy of this form to the NCTC Gulfport Safety Office by:

PERSONAL INFORMATION

NAME (Last, First, MI):

RATE/RANK:

Company Assigned:

Duty Assigned:

High Risk

NO

YES

COMMAND SAFETY OFFICER –

Signature

Date Completed

Personal Protective Equipment (PPE) requirements reviewed and signed

Hearing Conservation Program requirements briefed

CPR requirements (all instructors)

First Aid requirements (High-Risk Instructors only)

DOD Mishap Reporting requirements

CBC Traffic Safety Program requirements

COMPANY SAFETY REPRESENTATIVE -

Company's safety organization briefed

Chain of command for mishap reporting briefed

Emergency Action Plan reviewed

Safety Board forms reviewed

Fire extinguisher inspection & use briefed

COMPANY HAZMAT REPRESENTATIVE -

Specific hazardous materials MSDSs reviewed

CBC CHRIMP Program requirements reviewed

HAZMAT storage requirements reviewed

WORKPLACE SUPERVISOR -

Specific training course risk assessment (RA) reviewed

NAVCONSTRACENGPINST 5100.1 reviewed

NAVEDTRA 135 reviewed

TOOL & EQUIPMENT REPRESENTATIVE -

Builder Shop equipment operating/safety procedures (All BU Instructors)

Concrete mixers operating/safety procedures (All BU Instructors)

ADDITIONAL REQUIREMENTS (assigned as needed)

ESAMS Brief

NAVCONSTRACENGPINST 1050.1D

SIGNATURES

Employee

Company Safety

Company HAZMAT

Workplace Supervisor

Company Commander