From: President, Naval Postgraduate School  
To: Ms. Michele Marnach  

Subj: APPOINTMENT AS THE NAVAL POSTGRADUATE SCHOOL WEIGHT HANDLING PROGRAM MANAGER

Ref: (a) OPNAVINST 5100.23G (Series)  
     (b) NAVFAC P-307  
     (c) SECNAVINST 11260.2  
     (d) NSAMINST 11260.1

1. You are hereby appointed as the Naval Postgraduate School (NPS) Weight Handling Program Manager.

2. Your role is to actively represent the NPS President on all matters relating to NPS weight handling. The weight Handling Program Manager establishes and maintains a Weight Handling Program that complies with references (a) through (d).

3. With your appointment as the NPS Weight Handling Program Manager, you are responsible for:

   a. Ensuring crane operators are compliant with this policy and relevant weight handling instructions. This includes tracking the training of NPS crane operators to ensure compliance with standards.

   b. Ensuring crane operators are compliant with this policy and relevant weight handling instructions. This includes tracking the training of NPS crane operators to ensure compliance with standards.

   c. Coordinating weight handling training, material, and administrative needs and deficiencies with Naval Facilities Engineering Command (NAVFAC) Monterey for attention or corrective action.

4. You are hereby delegated the authority necessary to meet these responsibilities, including the authority to:

   a. Monitor and enforce the control of weight handling operations in accordance with reference requirements.

   b. Prohibit the use of weight handling equipment by NPS personnel who do not meet established guidelines.
c. Immediately terminate weight handling activities and operations where and when in your judgement termination is required to assure and maintain a safe work environment. You are to inform your chain of command, the NAVFAC Monterey Safety Office, and the NPS Safety Office as soon as practical when, and if, such action becomes necessary.

5. Congratulations on your appointment. This appointment will terminate upon your transfer from this command, written notification, or failure on your part to maintain the training qualifications required in reference (b) to fulfill your duties; whichever comes first.

A. J. Colon
By direction

Copy to:
NPS OSHE Directorate (Code 00K)
NSAM Safety Office
NAVFAC Monterey Safety Office