



DEPARTMENT OF THE NAVY
NAVAL HOSPITAL
2080 CHILD STREET
JACKSONVILLE, FLORIDA 32214-5000

IN REPLY REFER TO:

6200.2

Ser 06IHZZ/ 1622

DEC 11 2017

From: Commanding Officer, Naval Hospital Jacksonville
To: Director, Marine Corps Community Services Division, MCLB, Albany, GA

Subj: PERIODIC INDUSTRIAL HYGIENE SURVEY OF THE MARINE CORPS
COMMUNITY SERVICES DIVISION

Ref: (a) OPNAVINST 5100.23G

Encl: (1) Executive Summary
(2) Industrial Hygiene Survey Report (AL18002)

1. A periodic Industrial Hygiene Survey of the Marine Corps Community Services was conducted 6-14 November 2017 as required by reference (a). Enclosures (1) and (2) are provided for your information.

2. The point of contact is Ms. Whitney R. Bishop of the Naval Branch Health Clinic Albany Industrial Hygiene Division, at (229)-639-7846 or email whitney.r.bishop.civ@mail.mil.

A handwritten signature in black ink that reads "T. R. Walker".

T. R. WALKER
By direction

Copy to:
MCLB Risk Management Office, MCLB Albany

EXECUTIVE SUMMARY

A periodic industrial hygiene survey of Marine Corps Community Services was conducted 6-14 November 2017 by Ms. Whitney Bishop, Industrial Hygienist, Naval Branch Health Clinic, Albany. The purpose of this survey was to identify health hazards present, assess actual health risk, and recommend controls where needed, as well as to assess your Occupational Health program status. No formal response to Industrial Hygiene is needed, although the Risk Management Office may specify recommendations made in this report as items for mandatory corrective action. Following is a summary of major findings and recommendations. Detailed findings, observations and recommendations are provided in enclosure (2) and its associated attachments.

Item: *Hazard Assessments.* Since the previous industrial hygiene (IH) survey in December 2015, there have been several changes to the division to include workloads increasing and changing, the bowling alley re-opening, the maintenance shop added operations, the food and hospitality group added a location at the MDMC area and the shops have been re-aligned to match the division organization. This survey consisted of a walk-through evaluation of the work areas, sampling as required and employee interviews, as appropriate, to assist in the industrial hygiene assessment.

Recommended Action: Please review the program summaries in Attachment (1) and the individual work center hazard assessments in Attachment (2) for more details on all identified hazards. If there are any changes in work operation from what is described in this report, or if a focused health hazard evaluation of a specific work operation or new project is needed, please contact Ms. Whitney R. Bishop of the Naval Branch Health Clinic Albany Industrial Hygiene Division, at 229-639-7846 or whitney.r.bishop.civ@mail.mil.

Item: *Medical Surveillance.* Per SECNAVINST 5100.10J and OPNAVINST 5100.23G Commanders are responsible to implement programs and policies required to protect the health of their personnel. The medical surveillance program represents one of those programs. The main system used to track this data is the Enterprise Safety Applications Management System (ESAMS). During the Industrial Hygiene survey, the ESAMS report was used to identify compliance for required medical surveillance/certificates as reported in the evaluation summary of Safety and Occupational Health (SOH) programs (Attachment 1). After review of the ESAMS report it was determined there were deficiencies in the use of ESAMS to document the recommended programs.

Recommended Action: It is highly recommended to continue the use of ESAMS to track all medical surveillance and certification exams as recommended in attachment (3) of the Industrial Hygiene Survey. This will ensure that when Industrial Hygiene pulls the medical surveillance compliance report, it will show who is current for their required medical surveillance.

Reference: SECNAVINST 5100.10J, OPNAVINST 5100.23G and BUMED ltr M4/11UM41256, Enterprise Safety Applications Management System (ESAMS) Implementation Policy.

Enclosure (1)

Item: Hazardous Material Management. Industrial Hygiene is required to evaluate all hazardous materials used at each of the locations and requires understanding of what material is used and how. Industrial Hygiene does this by reviewing all hazardous material on hand and evaluating the chemical hazards of each of the materials. During this survey it was determined that several locations had hazardous material on hand that was not included in the Authorized Use List and was not properly labeled either with the HAZMAT sticker or the container was not properly labeled. Some additional requirements are explained below:

- Per OPNAVINST 5100.23G there is a requirement for an Authorized Use Lists (AUL) that should include all hazardous material authorized for use and should include the stock number, item name, the manufacturer name as they appear on the product label/safety data sheet and identify the process for each material listed. Industrial Hygiene understands that all commands that are located on MCLB Albany have an established AUL in Hazardous Material Management System (HMMS), however it does not allow for the option to associate a process at this time.
- The second requirement per OPNAVINST 5100.23G and NAVMC Dir 5100.8 Chapter 17 is a Hazardous Material Inventory (HMI) that should include at a minimum the identity and quantity (by building) of hazardous material present at a facility.
- The third requirement per OPNAVINST 5100.23G is that the hazardous material is uniquely identified for reference, retrieval and cross referenced between the label, Safety Data Sheets (SDS), AUL, and inventory.

Recommended Action: The following are recommended actions for each of the requirements:

- Requirement 1: Personnel should be vigilant to keep their AUL up to date. It was found during this IH survey that several of the AULs did not have all of the materials listed that were on hand.
- Requirement 2: Personnel should create an inventory of hazardous material on hand. It is recommended to have an inventory for each chemical locker.
- Requirement 3: Personnel should attempt to uniquely identify hazardous material for reference, retrieval and cross referenced between the label, SDS, AUL, and inventory.

Also as a reminder, SDS files should be reviewed periodically to ensure the manufacturer's latest revision is available on file. Products, which are no longer being used and which contain hazardous chemicals, should be removed from all personnel work areas. SDS files for all remaining products must be readily available at all times. Recommend that personnel receive training in accordance with the Federal Hazard Communication Standard 29 CFR 1910.1200.

Reference: OPNAVINST 5100.23G, Chapter 7, Para 0702g(10)(h), OPNAVINST 5100.23G, Chapter 7, Para 0702g(6) and OPNAVINST 5100.23G, Chapter 6, Appendix 6-A.

Item: Noise and Hearing Conservation. Repeat finding. At the time of the Industrial Hygiene survey the Town and Country Restaurant had two 8 hour time weighted average samples (86dB and 85dB) and Auto skills shop had four 8 hour time weighted average samples (78dB, 78dB, 83dB and 86dB). As a result, Industrial Hygiene made a recommendation for personnel to be enrolled into the Hearing Conservation program for these two work centers in September 2017 in accordance to OPNAVINST 5100.23G and BUMED NOTICE 6260, 9 May 2016. To date

Enclosure (1)

neither work center has completed any of the Hearing Conservation Program enrollment requirements. Personnel performing lawn maintenance have been recommended for enrollment into the Hearing Conservation Program in the last two Industrial Hygiene surveys, note there is no evidence of any exposure monitoring to support this recommendation, however based on the operations and durations of noise exposures and data from other similar exposure groups, it is anticipated that there will be exposure to noise in excess to the OEL. In addition, there are three Marines that work for this division and should continue participation in the command's Hearing Conservation Program in accordance with the Marine Corps policy (MCO 6260.3 of 26 Sept 26).

Recommended Action: In accordance with the BUMED instruction and with the Occupational Safety and Health Administration (OSHA), audiometric testing will be made performed for all employees whose exposure equal or exceed an 8-hr time weighted average (TWA) of 85 decibels. Audiometric tests shall be performed by a licensed or certified audiologist, otolaryngologist or other physician, or by a technician who is certified by the Council of Accreditation in Occupational Hearing Conservation. In accordance with the Navy's Bureau of Medicine, the audiometric tests must be performed by a Navy audiologist or accredited technician. Please ensure all recommended personnel are properly enrolled into the Hearing Conservation Program and the medical surveillance for Noise (503) that perform the evaluated jobs/operations (Town and Country dishwasher, Auto Skills mechanics, and personnel performing lawn maintenance under the general maintenance shop) and this is documented in Enterprise Safety Applications Management System (ESAMS). Note it was determined that during the IH survey the Town and Country had implemented new controls (worker rotation) and is pending a new evaluation and sampling.

Reference: BUMEDNOTE 6260, dated 09 May 2016, DoD Instruction 6055.12 of 03 December 2010 and OSHA's Noise standard (29 CFR 1910.95).

**PERIODIC INDUSTRIAL HYGIENE SURVEY
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002**

Ref: (a) OPNAVINST 5100.23G, *Navy Safety and Occupational Health Program Manual*
(b) NAVMC 5100.8, *Marine Corps Occupational Safety and Health (OSH) Program Manual*
(c) Navy and Marine Corps Public Health Center (NMCPHC) Industrial Hygiene Field Operations Manual (IHFOM)

Att: (1) Program Evaluation Summary
(2) Individual Hazard Assessment
(3) Medical Surveillance Summary
(4) Industrial Ventilation Systems Evaluations Summary
(5) Noise Survey and Hearing Protection Requirements and Personal Noise Sampling Results Summary
(6) Air Sampling Results Summary
(7) Respiratory Protection Summary
(8) Exposure Monitoring Plan
(9) Neutral Posture for Computer Use/Computer Breaks
(10) Customer Satisfaction Survey

1. **Introduction.** Per reference (a) and (b), a periodic industrial hygiene survey of the Marine Corps Community Services Division was conducted 6-14 November 2017 by Ms. Whitney Bishop, Industrial Hygienist, Naval Branch Health Clinic, Albany. This survey consisted of a walk-through evaluation of the work areas, a review of the operations and the hazards associated and employee interviews, as appropriate, to assist in the industrial hygiene assessment.

2. **Report Contents.** Reference (a) requires that each Navy workplace, or naval base supported DOD workplace, be thoroughly evaluated in order to accurately identify and quantify all potential health hazards. This report fulfills that requirement. An evaluation summary of Safety and Occupational Health (SOH) programs, control measures, and hazard evaluations is provided in attachment (1). The updated Individual Hazard Assessments for surveyed workcenter(s) are provided in attachment (2). Medical surveillance recommendations are provided in attachment (3). A summary of industrial ventilation systems that were evaluated is provided in attachment (4). A list of the noise hazardous areas and operations and the required level of hearing protection is provided in attachment (5) along with a summary of personal noise sampling results. A summary of air sampling results is provided in attachment (6). The Respiratory Protection Summary, attachment (7), lists the operations requiring respirators and the type of respirators recommended. The Exposure Monitoring Plan, provided in attachment (8), details the operations/processes on which more information is required in the form of periodic sampling. Attachment (9), the Neutral Posture for Computer Use/Computer Breaks, can be used for training personnel in utilizing their computer workstations ergonomically. Attachment (10) is a Customer Satisfaction Survey, so that you may critique the services provided.

Enclosure (2)

3. Design Reviews. Per reference (a), industrial hygienists should participate in the review of plans and specifications for local projects, standard operating procedures, purchasing transactions, and contracts which involve, or could create, exposure to potential health hazards, such as toxic materials, radiation, noise, or other health hazards. Cognizant facilities management and/or occupational health and safety personnel should ensure that the supporting industrial hygienist is made aware of such plans and specifications and that they are made available for his/her review.

4. Re-evaluation Schedule and Changes in the Workplace. Please retain this report on file and post a copy in a common work area for personnel to review. IH surveys had historically been accomplished with an established survey frequency based on the nature of operations at the Activity/Command in accordance with reference (a). Survey periodicity is now scheduled at the command or shop level in accordance with reference (b). Ratings and associated survey frequency are now listed on individual work center assessment(s) within this report and reflect as High (annual), Moderate (biennial), or Low (quadrennial) hazard category. Shop periodicity will be continually re-assessed during future IH surveys. The following table provides the shop hazard category and re-evaluation schedule for the workcenter(s).

Work Center	Hazard Category⁽¹⁾	Current Survey Date (Mon/Yr)	Next Survey Due (Mon/Yr)
Office of the Director	3 (Low)	Nov 17	Nov 21
Business Operations-MCX	2 (Moderate)	Nov 17	Nov 19
Child Development Center	2 (Moderate)	Nov 17	Nov 19
Food and Hospitality-Bowling alley and theater	2 (Moderate)	Nov 17	Nov 19
Food and Hospitality-Restaurants	2 (Moderate)	Nov 17	Nov 19
General Support-Admin Offices	2 (Moderate)	Nov 17	Nov 19
General Support-Maintenance	2 (Moderate)	Nov 17	Nov 19
Marine and Family Programs	3 (Low)	Nov 17	Nov 21
Semper Fit-Gyms and Outdoor Adventure	2 (Moderate)	Nov 17	Nov 19
Semper Fit-Auto Skills	2 (Moderate)	Nov 17	Nov 19

(1) Hazard categories are based on a consideration of health risk of identified chemical stressors and potential of these stressors to exceed Navy occupational exposure limits, ACGIH Threshold Limit Values, or OSHA substance-specific standards. Hazard category determination protocol is spelled out in reference (b), Chapter 2. Industrial Hygiene has discretion to conduct surveys more often than the minimum frequencies listed above.

Any significant changes in the type of operations currently performed, current workplace setting, new equipment acquired, or change in the kinds or amounts of chemical used, as identified in the survey, will result in a need for an immediate re-evaluation of the affected area. Industrial Hygiene, Naval Branch Health Clinic Albany at 639-7846 should be notified in the event of any significant operational changes as described above so that a prompt re-evaluation can be completed.

**PERIODIC INDUSTRIAL HYGIENE SURVEY
PROGRAM EVALUATION SUMMARY
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002
NOVEMBER 2017**

New or Significantly Modified Work Center Operations/Processes?

Comments:

- Since the previous industrial hygiene (IH) survey in December 2015 there have been several changes to the division to include workloads increasing and changing, the bowling alley re-opening, the maintenance shop added operations, the food and hospitality group added a location at the MDMC area and the shops have been re-aligned to match the division organization.
- All operations/process were identified for each of the workcenters and are provided in the Individual Hazard Assessments (attachment (2)).

Safety and Occupational Health (SOH) Program Findings and Recommendations

Ref: OPNAVINST 5100.23G

1. Medical Surveillance Program Status.

No Medical Surveillance is Recommended.

Medical Surveillance is Recommended.

Command/Shop Safety Manager is familiar with required Medical Surveillance and Medical Exam Program (if required). Safety Manager knows the Medical Surveillance and Certification Exam Referral Form is required prior to personnel visiting Occupational Medicine for examination.

Comments:

- The Medical Surveillance Program Summary, attachment (3) summarizes medical surveillance requirements.
- ESAMS data was reviewed on 1 November 2017 to identify compliance for required medical surveillance/certificates.

Work Center	Medical Surveillance/ Certification	# of Personnel Assigned To Med Surv/Cert	# Personnel in Work Center Loaded in ESAMS	# Personnel Current in ESAMS	Comments
Child Development Center	Blood Borne Pathogen Program (178)	52	32	32	61% Needs Work
	Childcare worker (703)	50	0	0	Needs Work
General Support- Maintenance	Blood and Bodily Fluids (178)	9 (Custodial staff)	0	0	Needs Work
Semper Fit- Gyms and Outdoor Adventure	Blood and Bodily Fluids (178)	20 (Not including seasonal lifeguards)	1	1	0.05% Needs Work
	Forklift Operators (710)	3	0	0	Needs Work

Note: There are four of the fifteen lifeguards listed in ESAMS as current for Blood and Bodily fluids.

2. Hazardous Material Control and Management (HMC&M) Program (Chapter 7):

AUL Y N N/A Accurate Y N (where spot checked)
 HM inventory Y N N/A Accurate Y N (where spot checked)
 SDS Files Y N N/A Accurate Y N (where spot checked)
 HAZMAT Training Required? Y N
 Other (lead, asbestos, etc.): Y N

Comments: Industrial Hygiene is required to evaluate all hazardous materials used at each of the locations and includes understanding what material is being used and how. Industrial Hygiene does this by reviewing all hazardous material on hand and evaluating the chemical hazards of each of the materials. During this survey it was determined that several locations had hazardous material on hand that was not included in the Authorized Use List and was not properly labeled

either with the HAZMAT sticker or the container was not properly labeled. Some additional requirements are explained below:

- Per OPNAVINST 5100.23G there is a requirement for an Authorized Use Lists (AUL) that should include all hazardous material authorized for use and should include the stock number, item name, the manufacturer name as they appear on the product label/safety data sheet and identify the process for each material listed. Industrial Hygiene understands that all commands that are located on MCLB Albany have an established AUL in Hazardous Material Management System (HMMS), however it does not allow for the option to associate a process at this time. Commands should be vigilant to keep their AUL up to date. It was found during this IH survey that several of the AULs did not have all of the materials listed on site.
- The second requirement per OPNAVINST 5100.23G and NAVMC Dir 5100.8 chapter 17 is a Hazardous Material Inventory (HMI) that should include at a minimum the identity and quantity (by building) of hazardous material present at a facility. This second requirement requires action. Supervisors should create an inventory of hazardous material on hand. It is recommended to have an inventory for each chemical locker.
- The third requirement per OPNAVINST 5100.23G is that the hazardous material is uniquely identified for reference, retrieval and cross referenced between the label, SDS, AUL, and inventory. This requirement also requires action.
- **As a reminder:** All MSDSs should be updated to reflect the most current Safety Data Sheet (SDS). (NOTE: Per OSHA, MSDSs must be replaced with current SDSs by June 2016). Replace SDSs with the most current SDS, from either the HMMS system or via the manufacturers' website. Albany HAZMAT Cell's Hazardous Material Management System (HMMS) POC, Ms. Tscharna Dameron (229-639-5810), is aware of the outdated SDSs in the HMMS. She can assist these departments in obtaining updated SDSs for the HAZCOM binders.
- Ensure HAZCOM training is conducted on an annual basis and as new hazards are introduced for all work centers. Training should include training on specific hazards and OSHA's new Globally Harmonized System of Classification and Labeling of Chemicals (GHS).

3. Respiratory Protection Program (Chapter 15):

- | | | | |
|---|---------------------------------------|---------------------------------------|--|
| Are respirators used to control workplace exposures? | <input type="checkbox"/> Y | <input type="checkbox"/> N | <input checked="" type="checkbox"/> Voluntary Use |
| Are they effective? | <input checked="" type="checkbox"/> Y | <input type="checkbox"/> N | <input type="checkbox"/> N/A |
| Is the Respiratory Protection Program satisfactory? | <input type="checkbox"/> Y | <input checked="" type="checkbox"/> N | <input type="checkbox"/> Marginal <input type="checkbox"/> N/A |
| ESAMS agrees with medical surveillance recommendations? | <input type="checkbox"/> Y | <input type="checkbox"/> N | <input checked="" type="checkbox"/> N/A |

Comments:

- Personnel working at General Support-Maintenance performing lawn maintenance wear NIOSH approved N-95 respirators on a voluntary basis for nuisance dust. As a reminder personnel wearing N-95 respiratory protection are required to receive annual training to include the information in OSHA 1910.134 Appendix D.
- Stacey Williams at MCLB Albany Risk Management Office is the base respiratory protection program manager (RPPM).
- RPPM should ensure there are updated worksite specific procedures for the use of respirators in these shops.
- For more information see the Respiratory Protection Program Summary, Attachment (7).
- ESAMS data was not reviewed to identify compliance for required medical surveillance/certificates because there is no requirement for voluntary use of N-95 Respirators.

4. Noise and Hearing Conservation Program (HCP) (Chapter 18):

Are personnel recommended for the HCP?

Y N

Are personnel receiving audiograms?

Y N

Not All

N/A

Is hearing protection readily available?

Y N

N/A

Is hearing protection used?

Y N

N/A

Not observed

Are hearing protection devices adequate?

Y N

N/A

ESAMS agrees with medical surveillance recommendations?

Y N

N/A

Comments: To date personnel at the Town and Country Restaurant (Cleaning dishes), Maintenance (Lawn maintenance) and Auto skills are potentially subject to noise above the DoD criterion for hazardous noise of 85 dBA as an 8-hour Time-Weighted Average (TWA) on a routine basis and should participate in the command's Hearing Conservation Program. There is also three Marines that work for this division and should also continue participation in the command's Hearing Conservation Program based on Marine Corps policy (MCO 6260.3 of 26 Sept 26). If any worker enters a noise hazard area or uses noise hazard equipment, they should wear the appropriate hearing protection. Ensure that hearing protection use is strictly enforced throughout the work center.

- Hearing protection devices used at the auto skills, have an adjusted NRR of 15 dB and are capable of attenuating worker noise exposure below the OEL.
- A list of noise hazardous equipment and operations is listed in Attachment (5).
- ESAMS data was reviewed on 1 November 2017 to identify compliance for required medical surveillance/certificates.

Work Center	# of Personnel Assigned To Med Surv/Cert	# Personnel in Work Center Loaded in ESAMS	# Personnel Current in ESAMS	Comments
Business Operations-MCX	3 (Marines)	2	1	Needs work
Food and Hospitality-Restaurants	1	0	0	Needs work
General Support-Maintenance	2	0	0	Needs work
Semper fit-Auto skills	2	0	0	Needs work

NOTE: At the time of the IH survey the Town and Country has 2 samples (86 and 85) and Auto skills has 4 samples (78, 78, 83 and 86). It should be noted that the recommendation for enrollment into the Hearing Conservation program for these two work centers was issued in September 2017 when sampling was conducted per OPNAVINST 5100.23G and BUMED NOTICE 6260, 9 May 2016 and to date neither work center has completed any of the Hearing Conservation Program enrollment requirements. It was determined that during the IH survey the Town and Country had implemented new controls (worker rotation) and is pending a new evaluation.

The personnel performing lawn maintenance have been recommended for enrollment into the Hearing Conservation Program in the last two Industrial Hygiene surveys, note there is no evidence of any exposure monitoring to support this recommendation, however based on the operations and durations of noise exposures and data from other similar exposure groups, it is anticipated that there will be exposure to noise in excess to the OEL, sampling has been added to the exposure monitoring plan this year.

In conclusion until more sampling can be conducted it is recommended that personnel in these three locations be enrolled into the Hearing Conservation Program in accordance with OPNAVINST 5100.23G, BUMED NOTICE 6260, 9 May 2016 and OSHA's standard for Noise 29 CFR 1910.95.

5. Personal Protective Equipment (PPE) (Chapter 20).

Is PPE required for the job? Y N

Is PPE provided? Y N Not All N/A

Comments: Personnel are provided personal protective equipment for the various operations performed. Note that personnel in several locations are using latex gloves for chemical exposures. It is recommended that personnel look into procuring disposable nitrile gloves for protection against chemicals.

6. Lead Control Program (Chapter 21).

Is lead used in the workplace? Y N

Is exposure to lead in excess of the action level (AL)? Y N N/A

Comments:

- Marines are potentially exposed to lead during weapons qualification and firing. However, any exposure is

judged to be minimal.

- Although inhalation exposures to lead during weapons qualifications are expected to be well below published occupational exposure limits, OSHA regulations mandate that personnel exposed to lead at any level be provided the information in Appendices A and B of the OSHA lead standard, 29 CFR 1910.1025.

7. Ergonomics (Chapter 23):

Ergonomic risk factors were identified pertaining to:

- Shop work
- Office/Computer work

Available equipment/furniture incorporates good ergonomic design? Y N N/A

Ergonomic training recommended? Y N

Comments:

- Several shops have operations that include standing for long periods of time and lifting heavy objects. Continue to address these ergonomic hazards in ergonomic training. There were no complaints during the current industrial hygiene survey.
- Office areas in each shop was typically equipped with cubicle or executive styled desks. In general, the desks had round edges and keyboards and mice were placed on the desktop. A few of the keyboards had gel pads or wrist rests in front of them to help maintain the wrists in the optimal neutral position and prevent a pressure point between the wrists and desk edge. Any ergonomic concern mentioned during the walk through with the division safety representative was addressed on the spot. Ms. Montieth is working to address those concerns.
- Attachment (8) illustrates the optimum computer station setup and placement of the screen, hands, wrists, etc.

8. Management of Reproductive hazards (Chapter 29):

Reproductive Hazards Present? Y N

Comments: Reproductive hazards listed in OPNAVINST 6000.1C or NMCPHC-TM-OEM 6260.01C have been identified in this workcenter. It is recommended that, wherever possible, the workcenter reduce, minimize, and/or eliminate the reproductive hazards and personnel exposure. Reproductive hazards are specifically identified for all operations addressed in attachment (2) and is summarized below:

Work Center	Operation/process	Reproductive hazard
Office of the Director	Site visits	Noise
Business Operations-MCX	Weapons firing/qualifications	Noise and lead
	Material Handling-warehouse	Heavy lifting
Child Development Center	Childcare operations	Noise and heavy lifting
	Kitchen Cooking/Food Preparation	Noise, heat stress and heavy lifting
Food and Hospitality-Bowling alley and theater	Bowling alley operations and minor maintenance	Noise
	Cleaning dishes	Noise
Food and Hospitality-Restaurants	Kitchen Cooking/Food Preparation	Heat stress and heavy lifting
	Material handling	Cold stress and heavy lifting
	IT support	Heavy lifting
General Support-Admin Offices	Lawn maintenance	Noise
	Woodworking	Noise
	Self-help projects-spray painting	Xylene and toluene
	General facility maintenance	Heavy lifting and heat stress
Semper Fit-Gyms and Outdoor Adventure	Cleaning sidewalks, making shakes and equipment issue/maintenance	Noise
	Material handling/forklift use	Carbon monoxide
	Managing front counter and equipment issue/maintenance	Heavy lifting
	Pool Operations	Heat stress
Semper Fit-Auto Skills	Vehicle brake work	Noise and toluene
	Car Repair/Maintenance	Noise, carbon monoxide, toluene and xylene

9. Management of Carcinogenic hazards:

Cancer Causing Hazards Present? Y N

Comments: Carcinogens have been identified in this workcenter. It is recommended that, wherever possible, the workcenter reduce, minimize, and/or eliminate carcinogens and personnel exposure. Cancer causing hazards are specifically identified for all operations addressed in attachment (2) and are summarized below:

Work Center	Operation/process	Carcinogen
Business Operations-MCX	Weapons firing/qualifications	Lead
Food and Hospitality-Restaurants	Front end operations, Bartender, Cleaning dishes and Cleaning kitchen (Use of Pantastic)	Coconut oil diethanolamine condensate and diethanolamine
Food and Hospitality-Bowling alley and theater	Cleaning concessions	Naphthalene
General Support-Maintenance	Woodworking	Wood dust
	Self-help projects-spray painting	Ethylbenzene and carbon black
	General facility maintenance	UV Radiation
Semper Fit-Gyms and Outdoor Adventure	Pool Operations	UV Radiation
Semper Fit-Auto Skills	Vehicle brake work	Asbestos
	Car Repair/Maintenance	Benzene, naphthalene and ethylbenzene
	MIG Welding	UV Radiation

10. Other Applicable Programs:

- Asbestos Control (Chapter 17)
- Non-ionizing radiation (Chapter 22)
- Ventilation
- PCBs (Chapter 25)
- Bloodborne Pathogens (Chapter 28)
- Other

Comments:

- Personnel at the Auto skills perform brake work and cannot always know if the brakes are 100% asbestos free and therefore should use the wet method when working with brakes. A safety bulletin was sent to the Risk management office and the safety officer for the division.
- The Auto skills shop has local exhaust to exhaust vehicle fumes and a paint booth. The Maintenance section has a Portable Dust Collector connected to dust producing woodworking equipment. The Ventilation Evaluation Summary is included in Attachment (4).
- Personnel at the CDC, the custodial staff at the Maintenance shop and the personnel at the gyms washing towels have the potential to come into contact with various types of bloodborne pathogens and are recommended for enrollment into the Bloodborne pathogen medical evaluation.

11. Exposure Monitoring Plan (EMP):

- Exposure Monitoring needs were identified.
- No Exposure Monitoring needs were identified.

Comments:

- Attachment (8) provides the current Exposure Monitoring Plan.

Additional Comments: **None.**

**TABLE OF CONTENTS
INDUSTRIAL HYGIENE SURVEY
WORKCENTER SPECIFIC EVALUATIONS FOR
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY**

DEPARTMENTS/WORKCENTERS	Page
Office of the Director	2
Business Operations-MCX	3
Child Development Center	6
Food and Hospitality-Bowling alley and theater	9
Food and Hospitality-Restaurants	11
General Support-Admin Offices	16
General Support-Maintenance	18
Marine and Family Programs	23
Semper Fit-Gyms and Outdoor Adventure	24
Semper Fit-Auto Skills	28

INDIVIDUAL HAZARD ASSESSMENT		DATE:	14 November 2017	
RECORDED BY: Whitney Bishop	COMMAND: MCLBA MCCS	BLDG: 3500	SHOP: Office of the Director	
SHOP HAZARD PRIORITY RATING: 3	POC: Deborah Bouyer	PHONE:	TOTAL PERSONNEL: 2 (Civ: 2)	
		MALE: 1	FEMALE: 1	
SHOP OPERATIONS: This office includes the Director and Deputy Director for the MCCS Division. Personnel primarily perform various administrative tasks to include attend meetings and working at a desk.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Site visits: Noise* The Director and Deputy Director may go out to the various office buildings and may be exposed to incidental noise.	2	As needed	PPE: Single hearing protection is required for noise levels at or above 85 dBA.	ACCEPTABLE. Personnel are not expected to be exposed to hazardous noise levels for extended periods of time where the Navy OEL would be exceeded. <i>*Noise is a recognized reproductive hazard.</i>
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel perform various professional/administrative tasks at a desk for long periods of time.	2	Daily Up to 8 hours	ADM: Stretch breaks to avoid long periods in the same posture.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Gel pads or wrist rests should be employed in front of the keyboards to help maintain a neutral wrist and keep the wrist off of the hard edge of the desk. As chairs are replaced, consideration should be given to purchasing ergonomic chairs with adjustable lumbar support and arm rest height. ErgoGenesis, BodyBilt chairs are an approved GSA source. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring. Any ergonomic-related injury should be reported to the command safety officer.
1. USE THE FOLLOWING CONTROL CODES:				
ADM – Administrative Controls	PPE – Personal Protective Equipment	ISO – Isolation	DV – Dilution Ventilation	ENG – Engineering Controls
		LV – Local Ventilation		
2. EXPOSURE ASSESSMENT refers to “Potential” exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes:				
ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL).				
UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment.				
UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL.				
WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress.				
SKIN – The material poses a skin absorption hazard.				
REPRO HAZARD – The material is a Navy-recognized reproductive hazard.				
CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized or suspected carcinogen.				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA M CCS BLDG: 7500 SHOP: Business Operations-MCX SHOP HAZARD PRIORITY RATING: 2		POC: CWO Droste PHONE: 438-2572 TOTAL PERSONNEL: 23 (Civ: 20) MALE: 6 FEMALE: 17		
SHOP OPERATIONS: Personnel are responsible for running the MCX operations for the base and include stocking shelves, receiving merchandise, assisting customers, running the cash registers and the ITT ticket and gift shop. The following services are contracted out: Subway, Barber Shop, and Dry Cleaning. There are several MCLB HQ Company Military personnel assigned to this shop.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Shop operations: Noise* 1. Material Handling: Personnel do not operate any hazardous noise producing equipment. 2. Front counter operations: Personnel work on a sales floor and are not exposed to any hazardous noise operations. 3. Weapons firing/qualifications: All marines are required to perform weapons qualifications and therefore are exposed to hazardous noise during that operation.	1. 1 2. 20 3. 3	1. N/A 2. N/A 3. 1x/year 4-5 days Up to 8 hours a day	PPE: Single hearing protection is required for noise levels at or above 85 dBA. Double hearing protection is required for noise levels at or above 96 dBA.	1-2. ACCEPTABLE: Personnel are not expected to be exposed to hazardous noise exceeding the navy OEL based on operations performed. 3. UNACCEPTABLE: All active duty Marine Corps personnel are included by Marine Corps policy (MCO 6260.3 of 26 Sept 26) in the Hearing Conservation Program and its associated medical surveillance. Weapons qualification is known to produce overexposures to noise. Double hearing protection is required and consists of earplugs AND ear muffs. Medical surveillance for Noise (503) is required. <i>* Noise is a recognized developmental reproductive hazard.</i>
Blowing up balloons: Helium Personnel blow up balloons with helium. There are 2 Helium gas cylinders on site for use. Personnel attach the balloon to the cylinder before opening the valve and then fill the balloon.	2	Daily 1-3 minutes Special Occasions Up to 60 minutes	ENG: Closed loop system.	ACCEPTABLE. Personnel should not be overexposed to helium based on the operation as described.
Weapons firing/qualifications: Lead* dust All marines are required to perform weapons qualifications and this can include minor exposure to lead dust during firing and cleaning operations. Qualifications are performed at an outdoor range.	3	1x/year 4-5 days Up to 8 hours a day	PPE: Safety glasses. ADM: Wash hands.	ACCEPTABLE. Based on sampling of similar exposure groups at indoor/outdoor facilities at other installations and the natural dilution that occurs at the outdoor facility. <i>* Lead is a recognized developmental reproductive hazard and carcinogen.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCC BLDG: 7500 SHOP: Business Operations-MCX SHOP HAZARD PRIORITY RATING: 2		POC: CWO Droste PHONE: 438-2572 TOTAL PERSONNEL: 23 (Civ: 20) MALE: 6 FEMALE: 17		
SHOP OPERATIONS: Personnel are responsible for running the MCX operations for the base and include stocking shelves, receiving merchandise, assisting customers, running the cash registers and the ITT ticket and gift shop. The following services are contracted out: Subway, Barber Shop, and Dry Cleaning. There are several MCLB HQ Company Military personnel assigned to this shop.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Material Handling-warehouse: Work-related musculoskeletal disorders (WMSD) Heavy lifting* There is one person that works in the back of the store keeping track of overflow inventory. This can include heavy lifting* at times to move boxes and pack items on shelving.	1	Daily Up to 4 hours intermittent	ENG: Pallet jacks, carts and other mechanical lifting devices are used.	WMSD RISK FACTORS: Due to the use of engineering controls and ergonomic training. No injuries were reported at time of survey. <i>*Heavy lifting is a recognized reproductive hazard.</i>
Front counter operations: Work-related musculoskeletal disorders (WMSD) Personnel stand for extended periods of time at the front counter to include running the cash registers, tearing out price signs, etc.	20	Daily Up to 8 hours	ENG: Anti-fatigue floor mats. ADM: Work/rest cycles (walking around).	WMSD RISK FACTORS: Due to the use of engineering controls and ergonomic training. No injuries were reported at time of survey.
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) The general manager and ITT personnel can spend several hours at a time working at a desk performing various professional/administrative tasks.	3	Daily Up to 8 hours	ADM: Stretch breaks to avoid long periods in the same posture.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Gel pads or wrist rests should be employed in front of the keyboards to help maintain a neutral wrist and keep the wrist off of the hard edge of the desk. As chairs are replaced, consideration should be given to purchasing ergonomic chairs with adjustable lumbar support and arm rest height. ErgoGenesis, BodyBilt chairs are an approved GSA source. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring. Any ergonomic-related injury should be reported to the command safety officer.
1. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation				

INDIVIDUAL HAZARD ASSESSMENT			DATE:	14 November 2017
RECORDED BY:	Whitney Bishop	POC:	CWO Droste	
COMMAND:	MCLBA MCCS	PHONE:	438-2572	
BLDG:	7500	TOTAL PERSONNEL:	23 (Civ: 20)	
SHOP:	Business Operations-MCX	MALE:	6	
SHOP HAZARD PRIORITY RATING:	2	FEMALE:	17	
SHOP OPERATIONS: Personnel are responsible for running the MCX operations for the base and include stocking shelves, receiving merchandise, assisting customers, running the cash registers and the ITT ticket and gift shop. The following services are contracted out: Subway, Barber Shop, and Dry Cleaning. There are several MCLB HQ Company Military personnel assigned to this shop.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
<p>2. EXPOSURE ASSESSMENT refers to "Potential" exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes:</p> <p>ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL).</p> <p>UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment.</p> <p>UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL.</p> <p>WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress.</p> <p>SKIN – The material poses a skin absorption hazard.</p> <p>REPRO HAZARD – The material is a Navy-recognized reproductive hazard.</p> <p>CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized or suspected carcinogen.</p>				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 6 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCC BLDG: 7600 SHOP: Child Development Center SHOP HAZARD PRIORITY RATING: 2		POC: Dorothy Bryant PHONE: 639-5247 TOTAL PERSONNEL: 52 (Civ: 52) MALE: 0 FEMALE: 52		
SHOP OPERATIONS: The Child Development Center employees care for dependent children of base personnel during the daytime hours. They watch the children play, organize learning activities, cook meals, clean the facility, and carry out administrative tasks. There are 2 cooks and a nurse on staff.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY / DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Shop operations: Noise* 1. Childcare operations: Personnel are exposed to noises from children crying, shouting, screaming, playing games. 2. Kitchen Cooking/Food Preparation: Personnel are exposed to various types of noise while preparing food and cleaning dishes.	1. 49 2. 2	1. Daily Up to 1 hour at a time 2. Daily 6-8 hours	PPE: Single hearing protection is required for noise levels at or above 85 dBA. Double hearing protection is required for noise levels at or above 96dBA.	UNCERTAIN. There is no record of any current sampling at this location. Sampling is recommended to verify exposures. Note: Noise exposures at other locations similar to this shop indicate personal exposure limits exceeded the standard for an 8-hour time weighted average. <i>*Noise is a recognized reproductive hazard.</i>
Laundry: Bloodborne pathogens; sodium hypochlorite Personnel wash clothes/blankets throughout the day. This includes placing soiled laundry into the washer, measuring out the bleach (Sodium hypochlorite and sodium hydroxide) and Deft laundry soap and pouring it into the washer. After clothes are washed they are placed into the dryer.	49	Baby: Daily Toddler-school aged: 2x/week	PPE: Nitrile gloves.	ACCEPTABLE. Based on training, proper use of PPE and universal precautions. Medical surveillance for Blood and/or Body Fluids (178) and Child Care Worker (703) is required. Currently personnel are using latex gloves. It is recommended that nitrile gloves be used instead due to the prevalent allergies associated to latex.
General cleaning/Sanitizing: Sodium hypochlorite; sodium hydroxide Personnel use various cleaning products by diluting with water or spray-applying and wiping with a rag. A solution of ¼ cup bleach (Sodium hypochlorite and sodium hydroxide) to a gallon of water solution is used to sanitize toys and surfaces by wiping them with a rag.	49	Daily Up to 1 hour	PPE: Nitrile gloves.	ACCEPTABLE. Personnel should not be exposed to the hazards above the exposure limit based on use. Currently personnel are using latex/vinyl gloves. It is recommended, based on the hazards in the cleaners, that nitrile gloves be used instead.
Kitchen Cooking/Food Preparation: Heat stress* The kitchen can get warm especially during the summer months with the ovens are running.	2	Daily Up to 8 hours	ENG: Cooling fans. ADM: Rest breaks in a cool area.	ACCEPTABLE: Personnel should take rests in air conditioned areas as needed during high heat conditions. <i>*Heat Stress is a recognized reproductive hazard.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 6 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCC BLDG: 7600 SHOP: Child Development Center SHOP HAZARD PRIORITY RATING: 2		POC: Dorothy Bryant PHONE: 639-5247 TOTAL PERSONNEL: 52 (Civ: 52) MALE: 0 FEMALE: 52		
SHOP OPERATIONS: The Child Development Center employees care for dependent children of base personnel during the daytime hours. They watch the children play, organize learning activities, cook meals, clean the facility, and carry out administrative tasks. There are 2 cooks and a nurse on staff.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY / DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Childcare operations: Bloodborne pathogens Personnel are responsible for caring for children; this can include exposure to bodily fluids and blood from dirty diapers, bloody noses and cleaning up after sick children.	49	Daily Intermittent throughout the day	PPE: Nitrile gloves. ENG: Biological waste bags as needed. ADM: Universal precautions, Hepatitis B vaccine, and Bloodborne pathogens training.	ACCEPTABLE. Based on training, proper use of PPE and universal precautions. Medical surveillance for Blood and/or Body Fluids (178) and Child Care Worker (703) is required. Currently personnel are using latex gloves. It is recommended that nitrile gloves be used instead due to the prevalent allergies associated to latex.
First Aid: Bloodborne pathogens There is one nurse on staff that can provide simple first aid care to children.	1	As needed	PPE: Nitrile gloves. ENG: Biological waste bags as needed. ADM: Universal precautions, Hepatitis B vaccine, and Bloodborne pathogens training.	ACCEPTABLE. Based on training, proper use of PPE and universal precautions. Medical surveillance for Blood and/or Body Fluids (178) and Child Care Worker (703) is required. Currently personnel are using latex gloves. It is recommended that nitrile gloves be used instead due to the prevalent allergies associated to latex.
Kitchen-cleaning: Sodium hydroxide, diethylene glycol monobutyl ether Personnel in the kitchen clean the stove with Pureforce Clean Force oven and grill cleaner aerosol (sodium hydroxide and diethylene glycol monobutyl ether by spraying it into the stove, let set for about 10 minutes then wipe clean with a rag. Personnel also use a closed loop dishwasher/sanitizer system that uses EcoLab Super trump (Sodium hydroxide) and Rinse Dry. Once a month personnel will cut an opening into the 5 gallon buckets to insert the hose.	2	Once a month Less than 5 minutes	PPE: Nitrile gloves and splash goggles as needed with the oven cleaner. ENG: Closed loop system.	ACCEPTABLE. Personnel should not be exposed to the hazards above the exposure limit based on use. However sodium hydroxide is categorized as a corrosive, it is highly recommended that personnel wear chemical resistant gloves and splash goggles especially when using the oven cleaner. Currently personnel are using latex/vinyl gloves. It is recommended, based on the hazards in the cleaners, that nitrile gloves be used instead. Personnel require placement in the medical certification program for food handlers (709).

INDIVIDUAL HAZARD ASSESSMENT		DATE: 6 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 7600 SHOP: Child Development Center SHOP HAZARD PRIORITY RATING: 2		POC: Dorothy Bryant PHONE: 639-5247 TOTAL PERSONNEL: 52 (Civ: 52) MALE: 0 FEMALE: 52		
SHOP OPERATIONS: The Child Development Center employees care for dependent children of base personnel during the daytime hours. They watch the children play, organize learning activities, cook meals, clean the facility, and carry out administrative tasks. There are 2 cooks and a nurse on staff.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY / DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Various shop operations: Work-related musculoskeletal disorders (WMSD) 1. Childcare operations: Personnel may stand for long periods of time and lift children repeatedly throughout the day. 2. Kitchen Cooking/Food Preparation: Personnel stand for long periods of time and lift heavy boxes throughout the day.	1. 49 2. 2	Daily Intermittent	ENG: Gel/cushioned standing pads. ADM: Proper lifting techniques.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Any ergonomic-related injury should be reported to the command safety officer. <i>*Heavy lifting is a recognized reproductive hazard.</i>
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel perform administrative tasks at a desk for long periods of time.	7	Daily Up to 6 hours	ADM: Stretch breaks to avoid long periods in the same posture.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring. Any ergonomic-related injury should be reported to the command safety officer.
1. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation				
2. EXPOSURE ASSESSMENT refers to “Potential” exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes: ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL). UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment. UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL. WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress. SKIN – The material poses a skin absorption hazard. REPRO HAZARD – The material is a Navy-recognized reproductive hazard. CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized or suspected carcinogen.				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCC BLDG: 7450 and 7400 SHOP: Food and Hospitality-Bowling alley and theater SHOP HAZARD PRIORITY RATING: 2		POC: Lumus Kerlegon PHONE: 639-5223 TOTAL PERSONNEL: 4 (Civ: 4) MALE: 4 FEMALE: 0		
SHOP OPERATIONS: This shop includes the Bowling alley at 7450 and the Movie theater at 7400. Personnel at the bowling alley run the front desk to include hand out shoes, selling various items and collecting money. The bowling alley is only open Wednesday 11-1400 , Thursday 1700-2100 and by reservation Personnel at the movie theater run the concession stand and the manager runs the box office, assists with concessions, runs the movies via a digital projector and previews the movies ahead of time. The two concession attendants are part time and the manager is full time. Movie theaters times are Thurs-Sat 1800-2300 and occasional Saturdays 1200-1400.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Various shop operations: Noise* 1. Bowling alley operations and minor maintenance: The bowling alley attendant runs the front desk of the bowling alley, which can include loud music and going behind the pins on occasion to clear a jam. 2. Movie theater attendant: The movie theater attendants run the concession stands. There is no hazardous noise expected.	1. 1 2. 2	1. 2 days/week Up to 4 hours 2.3-4 days/week 4 hours	PPE: Single hearing protection is required for noise levels at or above 85 dBA. Double hearing protection is required for noise levels at or above 96dBA.	1. UNCERTAIN. Sampling is needed to better assess this exposure. 2. ACCEPTABLE. Exposure to noise above the DoD OEL is not anticipated based on sampling. <i>*Noise is a recognized developmental reproductive hazard.</i>
Cleaning concessions: Propylene glycol monobutyl ether; 2-butoxyethanol; petroleum distillates, naphthalene* Personnel clean the concession stand to include the popcorn popper and counter tops. Personnel can use any of the following: Fantastik Antibacterial Heavy Duty All Purpose Cleaner (Propylene glycol monobutyl ether) Greased Lightning Classic Cleaner & Degreaser (2-butoxyethanol) PB Blaster (petroleum distillates and naphthalene*)	2	3-4 days/week 1-2 hours	PPE: Nitrile gloves as needed.	ACCEPTABLE. Personnel should not be exposed to the hazards above the exposure limit based on use. <i>*Naphthalene is a recognized carcinogen.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE:	14 November 2017		
RECORDED BY: Whitney Bishop	COMMAND: MCLBA MCCS	BLDG: 7450 and 7400	SHOP: Food and Hospitality-Bowling alley and theater	SHOP HAZARD PRIORITY RATING: 2	POC: Lumus Kerlegon PHONE: 639-5223 TOTAL PERSONNEL: 4 (Civ: 4) MALE: 4 FEMALE: 0
SHOP OPERATIONS: This shop includes the Bowling alley at 7450 and the Movie theater at 7400. Personnel at the bowling alley run the front desk to include hand out shoes, selling various items and collecting money. The bowling alley is only open Wednesday 11-1400 , Thursday 1700-2100 and by reservation Personnel at the movie theater run the concession stand and the manager runs the box office, assists with concessions, runs the movies via a digital projector and previews the movies ahead of time. The two concession attendants are part time and the manager is full time. Movie theaters times are Thurs-Sat 1800-2300 and occasional Saturdays 1200-1400.					
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)	
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel perform administrative tasks at a desk for long periods of time. This includes the movie theater manager.	1	1-2x/week Up to 4-5 hours	ADM: Stretch breaks to avoid long periods in the same posture.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring. Any ergonomic-related injury should be reported to the command safety officer.	
Various shop operations: Work-related musculoskeletal disorders (WMSD) 1. Bowling alley operations and minor maintenance: The bowling alley attendant runs the front desk of the bowling alley this can include standing for up to 4 hours at a time. 2. Movie theater attendant: The movie theater attendants run the concession stands this can include standing for up to 4 hours at a time.	1. 1 2. 2	1. 2 days/week Up to 4 hours 2.3-4 days/week 4 hours	ENG: Gel/cushioned standing pads.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Any ergonomic-related injury should be reported to the command safety officer.	
1. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation					
2. EXPOSURE ASSESSMENT refers to “Potential” exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes: ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL). UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment. UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL. WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress. SKIN – The material poses a skin absorption hazard. REPRO HAZARD – The material is a Navy-recognized reproductive hazard. CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized suspected carcinogen.					

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCS BLDG: 7450 and 2240 SHOP: Food and Hospitality-Restaurants SHOP HAZARD PRIORITY RATING: 2		POC: Lumus Kerlegon PHONE: 639-5223 TOTAL PERSONNEL: 28 (Civ: 28) MALE: 6 FEMALE: 22		
SHOP OPERATIONS: This shop includes the Town and Country at 7450 and the Wings and More Café at 2240. Personnel at building 7450 service the town and country restaurant and the bar and grill (24 CIV). The kitchen cook staff prepares food for the base restaurant which includes a buffet style food service and the Grill which provides food based on an order off the menu style. Personnel at the Wings and more café (4 CIV) prepare various food items made to order using a grill and oven.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Various shop operations: Noise* 1. Cleaning dishes: Personnel are exposed to various types of noise while cleaning dishes to include clanging dishes. 2. Kitchen Cooking/Food Preparation: Personnel are exposed to various types of noise while preparing food to include clanging dishes. 3. Material handling: Personnel unload the truck into the freezer. Excessive noise exposure is not anticipated. 4. Front end operations: This includes the cashiers and wait staff. Excessive noise exposure is not anticipated.	1. Blg 7450-2 2. Blg 7450-17 Blg 2240-3 3. Blg 7450-2 4. Bldg 7450-5 Bldg 2240-1	1. Daily Up to 4 hours split shift 2-4. N/A	1. ADM: Worker rotation. 2-4. N/A	1. UNACCEPTABLE. Based on sampling performed in the last three months prior to this survey, personal exposure to noise in excess of the 8 hour time weighted average (TWA) occurred for the personnel performing cleaning dishes and loading/off-loading truck and on a person assisting with dish cleaning. Since the samples were collected, the shop has since incorporated an administrative control of rotating personnel through this task during the day in hopes to reduce the noise exposure based on an 8 hour TWA; however, more sampling is needed to assess the new control. Medical surveillance for Noise (503) is required based on the overexposure that has occurred and was documented. If sufficient sampling in the future indicates that the administrative controls were successful to reduce exposures, personnel may at that time be removed from the medical surveillance program with the approval of a Navy audiologist and by recommendations of the Industrial Hygiene Department. 2-4. ACCEPTABLE. Exposure to noise above the DoD OEL is not anticipated based on sampling. See attachment (5) for noise dosimetry results. <i>*Noise is a recognized developmental reproductive hazard.</i>
Front end operations: Coconut oil diethanolamine condensate*; diethanolamine*; sodium hydroxide Personnel bus tables and clean various surfaces with highly diluted Pantastic (Coconut oil diethanolamine condensate* and diethanolamine*). Personnel will also soak soda nozzles in bleach (Sodium hypochlorite and sodium hydroxide) solution.	Bldg 7450-5 Bldg 2240-1	Daily As needed Up to one hour of use total	PPE: Nitrile gloves.	ACCEPTABLE. Personnel should not be exposed to the hazards above the exposure limit based on use. <i>*Coconut oil diethanolamine condensate and diethanolamine are recognized potential carcinogens.</i> Currently personnel are using latex/vinyl gloves. It is recommended, based on the hazards in the cleaners, that nitrile gloves be used instead.

INDIVIDUAL HAZARD ASSESSMENT			DATE:	14 November 2017
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 7450 and 2240 SHOP: Food and Hospitality-Restaurants SHOP HAZARD PRIORITY RATING: 2			POC: Lumus Kerlegon PHONE: 639-5223 TOTAL PERSONNEL: 28 (Civ: 28) MALE: 6 FEMALE: 22	
SHOP OPERATIONS: This shop includes the Town and Country at 7450 and the Wings and More Café at 2240.				
Personnel at building 7450 service the town and country restaurant and the bar and grill (24 CIV). The kitchen cook staff prepares food for the base restaurant which includes a buffet style food service and the Grill which provides food based on an order off the menu style.				
Personnel at the Wings and more café (4 CIV) prepare various food items made to order using a grill and oven.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Material handling: Cold stress* Personnel unload truck and place items in the walk-in freezer.	2	Daily 30-60 Minutes	PPE: Cold weather gear.	ACCEPTABLE: Personnel should take rests in air conditioned areas as needed during high heat conditions. <i>*Cold stress is a recognized reproductive hazard.</i>
Bartender: Coconut oil diethanolamine condensate*; diethanolamine*; sodium hydroxide Personnel bus tables and clean various surfaces with highly diluted Pantastic (Coconut oil diethanolamine condensate* and diethanolamine*) while working in the two lounges where beer is sold Wednesdays and Thursdays 1630-2200.	1	2 days/week Up to one hour	PPE: Nitrile gloves.	ACCEPTABLE. Personnel should not be exposed to the hazards above the exposure limit based on use. <i>*Coconut oil diethanolamine condensate and diethanolamine are recognized potential carcinogens.</i> Currently personnel are using latex/vinyl gloves. It is recommended, based on the hazards in the cleaners, that nitrile gloves be used instead.
Kitchen Cooking/Food Preparation: Heat stress* The kitchen can get warm especially during the summer months with the ovens and fryers running.	Blg 7450-17 Blg 2240-3	Daily Up to 8 hours	ENG: Cooling fans. ADM: Rest breaks in a cool area.	ACCEPTABLE: Personnel should take rests in air conditioned areas as needed during high heat conditions. <i>*Heat stress is a recognized reproductive hazard.</i>
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel perform administrative tasks at a desk for long periods of time. This includes the director, catering coordinator, catering manager, food and beverage manager and the food and beverage assistant.	5	Daily Up to 3-5 hours	ADM: Stretch breaks to avoid long periods in the same posture.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring. Any ergonomic-related injury should be reported to the command safety officer.

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 7450 and 2240 SHOP: Food and Hospitality-Restaurants SHOP HAZARD PRIORITY RATING: 2		POC: Lumus Kerlegon PHONE: 639-5223 TOTAL PERSONNEL: 28 (Civ: 28) MALE: 6 FEMALE: 22		
SHOP OPERATIONS: This shop includes the Town and Country at 7450 and the Wings and More Café at 2240. Personnel at building 7450 service the town and country restaurant and the bar and grill (24 CIV). The kitchen cook staff prepares food for the base restaurant which includes a buffet style food service and the Grill which provides food based on an order off the menu style. Personnel at the Wings and more café (4 CIV) prepare various food items made to order using a grill and oven.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Cleaning kitchen: Coconut oil diethanolamine condensate*; diethanolamine*; sodium hydroxide; diethylene glycol monobutyl ether; benzyl alcohol; propylene glycol 1. Personnel use Pantastic (Coconut oil diethanolamine condensate* and diethanolamine*) diluted into a smaller container to clean various working surfaces. 2. Personnel in the kitchen clean the stove with Pureforce Clean Force oven and grill cleaner aerosol (sodium hydroxide and diethylene glycol monobutyl ether) and Pureforce heavy duty glove free degreaser (benzyl alcohol) by spraying it into the stove, let set for about 10 minutes then wipe clean with a rag. 3. Personnel use Sanitizing wash n walk (propylene glycol) to clean the floors. Product is diluted in a bucket with water prior to being used. A mop is used to apply product to floor.	Blg 7450-17 Blg 2240-3	1. Daily Up to 2 hours 2. 1x/week Up to 60 minutes 3. Daily Up to 1 hour	PPE: Nitrile gloves.	ACCEPTABLE. Personnel should not be exposed to the hazards above the exposure limit based on use. <i>*Coconut oil diethanolamine condensate and diethanolamine are recognized potential carcinogens.</i> Currently personnel are using latex/vinyl gloves. It is recommended, based on the hazards in the cleaners, that nitrile gloves be used instead. Personnel require placement in the medical certification program for food handlers (709).

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCS BLDG: 7450 and 2240 SHOP: Food and Hospitality-Restaurants SHOP HAZARD PRIORITY RATING: 2		POC: Lumus Kerlegon PHONE: 639-5223 TOTAL PERSONNEL: 28 (Civ: 28) MALE: 6 FEMALE: 22		
SHOP OPERATIONS: This shop includes the Town and Country at 7450 and the Wings and More Café at 2240. Personnel at building 7450 service the town and country restaurant and the bar and grill (24 CIV). The kitchen cook staff prepares food for the base restaurant which includes a buffet style food service and the Grill which provides food based on an order off the menu style. Personnel at the Wings and more café (4 CIV) prepare various food items made to order using a grill and oven.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Cleaning dishes: Coconut oil diethanolamine condensate* ; diethanolamine*; sodium hydroxide; odium xylene sulfonate Personnel use various cleaners when washing dishes and includes: Pantastic (Coconut oil diethanolamine condensate* and diethanolamine*) is diluted in the sink to prewash dishes with silver power (sodium hydroxide) injected into the sink. The dishwasher/sanitizer uses both Ecolab Jet dry (Sodium xylene sulfonate) and Solid power xl (sodium hydroxide) which is injected through a closed loop system	2	Daily Up to 4 hours split shift	PPE: Nitrile gloves and apron.	ACCEPTABLE. Personnel should not be exposed to the hazards above the exposure limit based on use. <i>*Coconut oil diethanolamine condensate and diethanolamine are recognized potential carcinogens.</i> Currently personnel are using latex/vinyl gloves. It is recommended, based on the hazards in the cleaners, that nitrile gloves be used instead.
Various shop operations: Work-related musculoskeletal disorders (WMSD) 1. Cleaning dishes: Personnel stand for long periods of time. 2. Kitchen Cooking/Food Preparation: Personnel stand for long periods of time and lift heavy boxes and trays throughout the day. 3. Material Handling: Unloading the truck into the freezer. This can include lifting heavy boxes. 4. Front end operations: Personnel stand for long periods of time while serving as the cashiers and wait staff.	1. Blg 7450-2 2. Blg 7450-17 Blg 2240-3 3. Blg 7450-2 4. Bldg 7450-5 Bldg 2240-1	Daily Intermittent	ENG: Gel/cushioned standing pads. ADM: Proper lifting techniques.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Any ergonomic-related injury should be reported to the command safety officer. <i>*Heavy lifting is a recognized reproductive hazard.</i>
1. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation				

INDIVIDUAL HAZARD ASSESSMENT		DATE:	14 November 2017	
RECORDED BY:	Whitney Bishop	POC:	Lumus Kerlegon	
COMMAND:	MCLBA M CCS	PHONE:	639-5223	
BLDG:	7450 and 2240	TOTAL PERSONNEL:	28 (Civ: 28)	
SHOP:	Food and Hospitality-Restaurants	MALE:	6	
SHOP HAZARD PRIORITY RATING:	2	FEMALE:	22	
SHOP OPERATIONS: This shop includes the Town and Country at 7450 and the Wings and More Café at 2240.				
Personnel at building 7450 service the town and country restaurant and the bar and grill (24 CIV). The kitchen cook staff prepares food for the base restaurant which includes a buffet style food service and the Grill which provides food based on an order off the menu style.				
Personnel at the Wings and more café (4 CIV) prepare various food items made to order using a grill and oven.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
<p>2. EXPOSURE ASSESSMENT refers to "Potential" exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes:</p> <p>ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL).</p> <p>UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment.</p> <p>UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL.</p> <p>WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress.</p> <p>SKIN – The material poses a skin absorption hazard.</p> <p>REPRO HAZARD – The material is a Navy-recognized reproductive hazard.</p> <p>CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized suspected carcinogen.</p>				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 8 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 3600 and 7500 SHOP: General Support-Admin Offices SHOP HAZARD PRIORITY RATING: 2		POC: Alisha Montieth PHONE: 639-7259 TOTAL PERSONNEL: 16 (Civ: 16) MALE: 4 FEMALE: 12		
SHOP OPERATIONS: This includes personnel at 3600 and 7500 that perform various administrative tasks for the MCCA division to include finance, human resource, review and analysis (asset protection) and information technology.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
IT Support: Noise* Personnel work in a server room located at the Exchange. During the 2017 IH survey all noise levels were below 85 dB however they were at levels that could be considered a nuisance.	2	Daily Up to 7 hours	PPE: Single hearing protection is required for noise levels at or above 85 dBA.	ACCEPTABLE. Personnel are not expected to be exposed to hazardous noise levels for extended periods of time where the Navy OEL would be exceeded. <i>*Noise is a recognized reproductive hazard.</i> See attachment (5) for noise sample results.
IT support: Low frequency electricity Personnel may come into contact with low frequency electricity when running lines in office environments.	2	As needed	ADM: Work practice.	ACCEPTABLE: Personnel follow work practice procedures to limit contact with live lines. As long as personnel strictly follow these work practices there should not be any issues.
IT support: Work-related musculoskeletal disorders (WMSD) heavy lifting* Personnel move various pieces of computer and server equipment that can be heavier than 30 pounds.	2	As needed Up to 90 minutes	ADM: Proper lifting techniques.	WMSD RISK FACTORS: No problems reported. There is the potential for ergonomic injuries to occur, training is recommended. However, should any such problems be noted, they should be reported to the safety officer. <i>*Heavy lifting is a recognized developmental reproductive hazard.</i>
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel perform various professional/administrative tasks at a desk for long periods of time. This includes the asset protection personnel that review footage of security cameras and sensor all high priced items at MCX. This also includes the safety and environmental health safety officer.	16	Daily Up to 8 hours	ADM: Stretch breaks to avoid long periods in the same posture.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring. Any ergonomic-related injury should be reported to the command safety officer.
1. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation				

INDIVIDUAL HAZARD ASSESSMENT			DATE: 8 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 3600 and 7500 SHOP: General Support-Admin Offices SHOP HAZARD PRIORITY RATING: 2			POC: Alisha Montieth PHONE: 639-7259 TOTAL PERSONNEL: 16 (Civ: 16) MALE: 4 FEMALE: 12		
SHOP OPERATIONS: This includes personnel at 3600 and 7500 that perform various administrative tasks for the MCCA division to include finance, human resource, review and analysis (asset protection) and information technology.					
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)	
<p>2. EXPOSURE ASSESSMENT refers to "Potential" exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes:</p> <p>ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL).</p> <p>UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment.</p> <p>UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL.</p> <p>WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress.</p> <p>SKIN – The material poses a skin absorption hazard.</p> <p>REPRO HAZARD – The material is a Navy-recognized reproductive hazard.</p> <p>CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized or suspected carcinogen.</p>					

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 5592 SHOP: General Support-Maintenance SHOP HAZARD PRIORITY RATING: 2		POC: Kenneth Edwards PHONE: 639-6201 TOTAL PERSONNEL: 13 (Civ: 13) MALE: 5 FEMALE: 8		
SHOP OPERATIONS: This shop consists of the maintenance (4 males) and custodians (8 females and 1 male) for the MCCA buildings. Maintenance personnel are responsible for the upkeep of the MCCA buildings and grounds; this can include woodworking, minor repairs and grounds maintenance. The custodian staff is responsible for the cleaning of the MCCA buildings to include the bathrooms, floors and trash.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Shop operations: Noise* 1. Lawn/grounds maintenance: Personnel use various lawn maintenance equipment to include a riding lawn mower and weed eater that can produce hazardous noise levels. 2. Woodworking: Personnel use various pieces of power tools to include a table saw, circular saw, skill saw and jig saw. 3. General facility maintenance: Personnel use various power tools. 4. Custodial cleaning: Personnel use vacuum cleaners to clean the carpets in MCCA buildings.	1. 2 2. 2 3. 4 4. 9	1. Seasonal 2x/month 2-4 hours 2. 3-4x/month 30-60 minutes 3. As needed 4. Daily Up to 3 hours throughout the day	PPE: Single hearing protection is required for noise levels at or above 85 dBA. Double hearing protection is required for noise levels at or above 96 dBA.	1. UNCERTAIN. UNACCEPTABLE anticipated based on similar exposure groups; however sampling is needed. To date personnel have been recommended for enrollment into the Hearing Conservation Program. Medical surveillance for Noise (503) is required. 2-4. ACCEPTABLE. Personnel are not expected to be exposed to hazardous noise exceeding the navy OEL based on duration and frequency of use. <i>*Noise is a recognized reproductive hazard.</i>
Lawn/grounds maintenance: Nuisance dust; petroleum distillates Personnel perform various lawn maintenance to include the use of a riding lawn mower and weed eater. Dirt and dust are considered nuisance hazards and therefore personnel wear a N95 respirator on a voluntary basis. Personnel also replace various motor oils and fluids in the lawn equipment when needed. This includes: O'Reilly Motor Oil Stihl 2 cycle engine oil O'Reilly Power Steering fluid	2	Seasonal 2x/month 2-4 hours	PPE: N-95 half face respirator.	ACCEPTABLE: Personnel exposure to chemicals and dust in excess of the standard is not expected based on the duration and frequency of the operation. Currently personnel are wearing NIOSH approved N-95 respirators when performing this task on a voluntary basis. According to OPNAVINST 5100.23 chapter 15 personnel should be provided the information contained in appendix D of 29 CFR 1910.134 and the limitations stated on the respirator approval label as part of annual training.
Woodworking: Wood dust* Personnel build various things ranging from steps, fence repairs, studs for walls, etc. Personnel can use birch, pressure treated and pine based on the job.	3	3-4x/month 30-60 minutes	PPE: Safety glasses. LV: Portable dust collector.	ACCEPTABLE. Based on frequency and short duration of exposure. <i>*Wood dust is a known carcinogen.</i> Local exhaust ventilation is operational but did not meet the minimum flow requirements. (See attachment (4)).

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 5592 SHOP: General Support-Maintenance SHOP HAZARD PRIORITY RATING: 2		POC: Kenneth Edwards PHONE: 639-6201 TOTAL PERSONNEL: 13 (Civ: 13) MALE: 5 FEMALE: 8		
SHOP OPERATIONS: This shop consists of the maintenance (4 males) and custodians (8 females and 1 male) for the MCCA buildings. Maintenance personnel are responsible for the upkeep of the MCCA buildings and grounds; this can include woodworking, minor repairs and grounds maintenance. The custodian staff is responsible for the cleaning of the MCCA buildings to include the bathrooms, floors and trash.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
General facility maintenance: Various hazards based on the products being used Personnel perform various repairs as needed. Usually the materials needed are purchased as needed. Repairs include clogged toilets, busted leaks (PVC repairs), etc. Personnel did have WD-40 (various petroleum based oils) on hand for use as a lubricant.	3	As needed	PPE: Safety glasses and chemical resistant gloves as required.	ACCEPTABLE. Based on frequency and short duration of exposure. Personnel should review the SDS for any product used and use the appropriate PPE as designated in the SDS. Please contact the safety office or IH with any questions.
General facility maintenance: Work-related musculoskeletal disorders (WMSD) Personnel are bending/twisting to reach work surfaces and personnel are responsible for moving furniture as needed.	3	As needed Up to 2 hours	ADM: Ergonomic General Awareness Training.	WMSD RISK FACTORS: Employees have received ergonomic training and, at the time of the survey, no ergonomic related complaints had been filed. <i>*Heavy lifting is a recognized developmental reproductive hazard.</i>
Shop operations: Heat*/cold stress and UV radiation* Personnel perform most of their work indoors; however they may have to be outside for some projects.	3 maintenance personnel	As needed Up to 3 hour	PPE: Sunscreen (>30 SPF), UV protective sunglasses and warm weather clothing for the winter. ADM: Work/rest cycles based on the flag condition.	ACCEPTABLE: Based on exposure to heat with proper adherence to established Navy protocols. Water and work/rest breaks should be adhered to based on the flag condition and operations being performed. <i>*High heat is considered a reproductive hazard.</i> <i>* UV radiation is a recognized carcinogen.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 5592 SHOP: General Support-Maintenance SHOP HAZARD PRIORITY RATING: 2		POC: Kenneth Edwards PHONE: 639-6201 TOTAL PERSONNEL: 13 (Civ: 13) MALE: 5 FEMALE: 8		
SHOP OPERATIONS: This shop consists of the maintenance (4 males) and custodians (8 females and 1 male) for the MCCA buildings. Maintenance personnel are responsible for the upkeep of the MCCA buildings and grounds; this can include woodworking, minor repairs and grounds maintenance. The custodian staff is responsible for the cleaning of the MCCA buildings to include the bathrooms, floors and trash.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Self-help projects-spray painting: Xylene*; toluene*; ethylbenzene*; acetone; carbon black*; mineral spirits; titanium dioxide*; methyl ethyl ketone, n-butyl acetate Maintenance personnel have several spray paints on hand for various self- help projects to include spray painting the lawn equipment and coating the chains at the CDC. Paints on hand include: Rust-oleum ford blue: Xylene*, toluene*, ethylbenzene* and titanium dioxide* Rust-oleum fluorescent yellow 1942830: Toluene* and ethylbenzene* Rust-oleum Gloss black 7779: Mineral spirits and carbon black* Plasti dip spray coating red: Toluene* and methyl ethyl ketone Eco-Sure Flat Black 37038: Acetone, n- butyl acetate and carbon black* Eco Sure Gloss black 17038: N-butyl acetate, acetone and carbon black* Krylon flat black 51602: Acetone, n- butyl acetate, xylene*, carbon black* and ethylbenzene*	3	As needed Up to 30 minutes	PPE: Safety glasses and chemical resistant gloves.	ACCEPTABLE. Based on frequency and short duration of exposure. <i>*Xylene and toluene are recognized reproductive hazards.</i> <i>*Ethylbenzene and carbon black are recognized carcinogens.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 5592 SHOP: General Support-Maintenance SHOP HAZARD PRIORITY RATING: 2		POC: Kenneth Edwards PHONE: 639-6201 TOTAL PERSONNEL: 13 (Civ: 13) MALE: 5 FEMALE: 8		
SHOP OPERATIONS: This shop consists of the maintenance (4 males) and custodians (8 females and 1 male) for the MCCA buildings. Maintenance personnel are responsible for the upkeep of the MCCA buildings and grounds; this can include woodworking, minor repairs and grounds maintenance. The custodian staff is responsible for the cleaning of the MCCA buildings to include the bathrooms, floors and trash.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Custodial cleaning: Ethyl alcohol; alkyl polyglycoside; dipropylene glycol monomethyl ether; triethanolamine; hydrogen peroxide; sodium hypochlorite; triethanolamine; sodium hydroxide; sodium carbonate Personnel are responsible for cleaning all MCCA building with the exception of the outdoor adventures building. Personnel use various cleaners to clean the bathrooms, showers at the gyms, floors and windows. Personnel also sweep, vacuum and pull trash. Lysol: Ethyl alcohol Bio Renewable Glass Cleaner: Alkyl polyglycoside Windex: no hazards classified Easy glide glass cleaner: Dipropylene glycol monomethyl ether Clorox Urine remover: Hydrogen peroxide Simple green pro HD heavy duty cleaner all in one: Triethanolamine Clorox bleach: Sodium hypochlorite and sodium hydroxide Lynx non-acid disinfectant bowl cleaner: Sodium carbonate	9	Daily Intermittent Up to 4 hours	PPE: Safety glasses and chemical resistant gloves as required.	ACCEPTABLE. Based on frequency and short duration of exposure. Personnel should be placed in medical surveillance for Blood and Bodily Fluids (178).
Custodial cleaning: Work-related musculoskeletal disorders (WMSD) Personnel are bending/twisting to reach work surfaces both high and at floor level. Personnel stand for long periods of time.	9	Daily Up to 7 hours	ADM: Ergonomic General Awareness Training	WMSD RISK FACTORS: Employees have received ergonomic training and, at the time of the survey, no ergonomic related complaints had been filed.
1. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 5592 SHOP: General Support-Maintenance SHOP HAZARD PRIORITY RATING: 2		POC: Kenneth Edwards PHONE: 639-6201 TOTAL PERSONNEL: 13 (Civ: 13) MALE: 5 FEMALE: 8		
SHOP OPERATIONS: This shop consists of the maintenance (4 males) and custodians (8 females and 1 male) for the MCCA buildings. Maintenance personnel are responsible for the upkeep of the MCCA buildings and grounds; this can include woodworking, minor repairs and grounds maintenance. The custodian staff is responsible for the cleaning of the MCCA buildings to include the bathrooms, floors and trash.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
<p>2. EXPOSURE ASSESSMENT refers to "Potential" exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes:</p> <p>ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL).</p> <p>UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment.</p> <p>UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL.</p> <p>WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress.</p> <p>SKIN – The material poses a skin absorption hazard.</p> <p>REPRO HAZARD – The material is a Navy-recognized reproductive hazard.</p> <p>CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized suspected carcinogen.</p>				

INDIVIDUAL HAZARD ASSESSMENT		DATE:	8 November 2017	
RECORDED BY: Whitney Bishop	COMMAND: MCLBA MCCC	BLDG: 7260 and 7122	SHOP: Marine and Family Programs	
SHOP HAZARD PRIORITY RATING: 3	POC: Craig Pruett	PHONE: 639-6208	TOTAL PERSONNEL: 18 (Civ: 18)	
	MALE: 6	FEMALE: 12		
SHOP OPERATIONS: This includes personnel at 7260 and 7122 that perform various administrative tasks for various marine and family programs and the library.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Administrative duties: Noise* Personnel work in an office setting and should not be exposed to any hazardous noise.	18	N/A	N/A.	ACCEPTABLE: Personnel are not expected to be exposed to hazardous noise exceeding the navy OEL based on operations performed.
Material handling (Library): Work-related musculoskeletal disorders (WMSD) heavy lifting* Personnel have the potential to lift heavy boxes when shipments of new books comes in.	2	2-3x/month 5 minutes	ADM: Proper lifting techniques.	WMSD RISK FACTORS: No problems reported. There is the potential for ergonomic injuries to occur, training is recommended. However, should any such problems be noted, they should be reported to the safety officer. <i>*Heavy lifting is a recognized developmental reproductive hazard.</i>
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel perform various professional/administrative tasks at a desk for long periods of time.	18	Daily Up to 8 hours	ADM: Stretch breaks to avoid long periods in the same posture.	WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring. Any ergonomic-related injury should be reported to the command safety officer.
1. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation				
2. EXPOSURE ASSESSMENT refers to “Potential” exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes: ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL). UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment. UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL. WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress. SKIN – The material poses a skin absorption hazard. REPRO HAZARD – The material is a Navy-recognized reproductive hazard. CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized or suspected carcinogen.				

INDIVIDUAL HAZARD ASSESSMENT			DATE:	9 November 2017
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: Various SHOP: Semper Fit-Gyms and Outdoor Adventure SHOP HAZARD PRIORITY RATING: 2			POC:	Whitney Hendrix/Brian Bailey
			PHONE:	639-6234/5221
			TOTAL PERSONNEL:	23 (Civ: 23) Plus 15 seasonal lifeguards
			MALE:	15
			FEMALE:	8
SHOP OPERATIONS: This shop consists of the Bldg. 7531 Outdoor adventures (rents out various outdoor gear to base patrons), Bldg. 7960 Daniels fitness gym (weights and sauna), Bldg. 7360 Thompson gym (Basketball courts) and the seasonal life guards for the pool Bldg. 7360.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Various shop operations: Noise 1. Cleaning sidewalks: Personnel at the Daniels gym and outdoor adventures use a hand held blower to clean off sidewalks. 2. Making shakes: Personnel use a blender to make shakes throughout the day. 3. Equipment issue/maintenance: Personnel turn on generators for a short duration to make sure they are working use the blower to clean off the blowups after use.	1. Daniels gym: 11 Outdoor adventures: 3 2. Daniels gym: 11 3. Outdoor adventures: 3	1. Daniels gym: Daily 10-15 minutes Outdoor adventures: Weekly 1-2 hours 2. Daniels gym: 30-40 shakes 1-2 minutes per shake 3. Outdoor adventures: 2-3x/week 5-15 minutes	PPE: Single hearing protection is required for noise levels at or above 85 dBA. Double hearing protection is required for noise levels at or above 96 dBA.	ACCEPTABLE. Personnel are not expected to be exposed to hazardous noise exceeding the navy OEL based on duration and frequency of use. NOTE: Equipment used does produce hazardous noise levels and hearing protection should be used accordingly. <i>*Noise is a recognized reproductive hazard.</i> See attachment (5) for noise level results.
Aerosol can spray painting (field stripes): Toluene* Personnel paint field stripes on sports fields using a remote spraying device and Serstripe Paint (toluene*; aliphatic hydrocarbons; hexane).	Thompson gym: 2	Weekly 30 minutes	ENG: Distance (Sprayer is on wheel extended 2 feet out in front of operator's feet).	ACCEPTABLE. Based on frequency and short duration of exposure. <i>*Toluene is a recognized reproductive hazard.</i>
Washing towels: Bloodborne pathogens Towel washing is done at both Thompson Gym and Daniels Fitness Center. "All, Stain Lifter Oxi" detergent	Daniels gym: 11 Thompson gym: 9	Daily Up to 2 hrs Rotated among employees	PPE: Wrist length gloves.	ACCEPTABLE: Based on following universal precautions. All permanent workers should continue to be trained on Bloodborne Pathogens and be offered (or show proof of receiving) the complete Hepatitis B immunization series. Medical surveillance for Blood and/or body fluid (178) is recommended.

INDIVIDUAL HAZARD ASSESSMENT		DATE: 9 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCS BLDG: Various SHOP: Semper Fit-Gyms and Outdoor Adventure SHOP HAZARD PRIORITY RATING: 2		POC: Whitney Hendrix/Brian Bailey PHONE: 639-6234/5221 TOTAL PERSONNEL: 23 (Civ: 23) Plus 15 seasonal lifeguards MALE: 15 FEMALE: 8		
SHOP OPERATIONS: This shop consists of the Bldg. 7531 Outdoor adventures (rents out various outdoor gear to base patrons), Bldg. 7960 Daniels fitness gym (weights and sauna), Bldg. 7360 Thompson gym (Basketball courts) and the seasonal life guards for the pool Bldg. 7360.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
<p>Cleaning equipment: sodium hydroxide; 2 Butoxyethanol; ethyl alcohol; sodium hydroxide</p> <p>Personnel at the Thompson gym use Greased lightning (2 Butoxyethanol) to clean wall mats score board mat and microwave/tables in breakroom.</p> <p>Personnel at the Daniels gym use Lynx non-acid disinfectant bowl cleaner (Sodium hydroxide) is diluted and used to clean equipment. Cleaner is diluted in a spray bottle and wiped clean with a rag or paper towels.</p> <p>Personnel at the Daniels gym spray Lysol (Ethyl alcohol) in the laundry baskets and door handles throughout the day.</p>	Daniels gym: 11 Thompson gym: 9	2x/shift 10-15 minutes	PPE: Nitrile gloves.	ACCEPTABLE. No significant exposure expected based on the nature of exposure as described.
<p>Cleaning restroom: Sodium hydroxide</p> <p>Personnel at the outdoor adventures are responsible for cleaning their own bathroom. Personnel use Lynx non-acid disinfectant bowl cleaner (Sodium hydroxide) to clean the toilets, diluted bleach (Sodium hypochlorite and sodium hydroxide) to clean the rest of the surfaces and lysol (ethyl alcohol) to disinfect. Diluted bleach is sprayed and wiped clean.</p>	Outdoor adventures: 3	1x/week 5-10 minutes	PPE: Nitrile gloves.	ACCEPTABLE. No significant exposure expected based on the nature of exposure as described.
<p>Material handling/forklift use: Carbon monoxide*</p> <p>Personnel use a gas forklift to move things outside and to the bay door where a walk behind electric lift is then used to move things inside the bay and onto shelves.</p>	Outdoor adventures: 3	As needed Less than 10 minutes at a time.	ADM: Limited time.	ACCEPTABLE. No significant exposure expected based on the nature of exposure as described. Medical certification for Forklift Operators (710) is required. <i>* Carbon monoxide is a developmental reproductive hazard.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 9 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: Various SHOP: Semper Fit-Gyms and Outdoor Adventure SHOP HAZARD PRIORITY RATING: 2		POC: Whitney Hendrix/Brian Bailey PHONE: 639-6234/5221 TOTAL PERSONNEL: 23 (Civ: 23) Plus 15 seasonal lifeguards MALE: 15 FEMALE: 8		
SHOP OPERATIONS: This shop consists of the Bldg. 7531 Outdoor adventures (rents out various outdoor gear to base patrons), Bldg. 7960 Daniels fitness gym (weights and sauna), Bldg. 7360 Thompson gym (Basketball courts) and the seasonal life guards for the pool Bldg. 7360.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Shop operations Work-related musculoskeletal disorders (WMSD) 1. Managing front counter: Personnel re-rack weights that are left out by patrons. 2. Managing front counter: Personnel stand for long periods of time 3. Equipment issue/maintenance: Heavy lifting* of recreation equipment (tents and inflatable "moon walks").	1. Daniels gym: 11 2. Daniels gym: 11 3. Outdoor adventures: 3	1. As needed 2. Daily Up to 7 hours 3. Daily Up to 15 min	1. ADM: Proper lifting technique. 2. ENG: Gel pads. 3. ENG: Lifts, carts and dollies. ADM: Proper lifting technique.	WMSD RISK FACTORS: No problems reported. There is the potential for ergonomic injuries to occur, training is recommended. However, should any such problems be noted, they should be reported to local safety. <i>*Heavy lifting is a recognized developmental reproductive hazard.</i>
Professional/administrative tasks: Work-related musculoskeletal disorders (WMSD) Personnel work at desks and perform various computer operations, supervision and other clerical duties.	3	Daily Up to 3 hours	ADM: Work/rest cycles.	WMSD RISK FACTORS: No problems reported. There is the potential for ergonomic injuries to occur, training is recommended. However, should any such problems be noted, they should be reported to local safety. Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring.
Pool Operations: Heat* stress and UV radiation* Personnel spend majority of the day outside in the elements. All pool chemicals and testing is performed by I&E personnel.	~15 lifeguards are hired for 14 weeks in the summer	Seasonal Daily Up to 8 hours	PPE: Sunscreen (>30 SPF), UV protective sunglasses and umbrella for shade. ADM: Work/rest cycles based on the flag condition.	ACCEPTABLE: Based on exposure to heat with proper adherence to established Navy protocols. Water and work/rest breaks should be adhered to based on the flag condition. <i>*High heat is considered a reproductive hazard.</i> <i>* UV radiation is a recognized carcinogen.</i>
1. USE THE FOLLOWING CONTROL CODES: ADM -- Administrative Controls PPE -- Personal Protective Equipment ISO -- Isolation DV -- Dilution Ventilation ENG -- Engineering Controls LV -- Local Ventilation				

INDIVIDUAL HAZARD ASSESSMENT			DATE: 9 November 2017	
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: Various SHOP: Semper Fit-Gyms and Outdoor Adventure SHOP HAZARD PRIORITY RATING: 2			POC: Whitney Hendrix/Brian Bailey PHONE: 639-6234/5221 TOTAL PERSONNEL: 23 (Civ: 23) Plus 15 seasonal lifeguards MALE: 15 FEMALE: 8	
SHOP OPERATIONS: This shop consists of the Bldg. 7531 Outdoor adventures (rents out various outdoor gear to base patrons), Bldg. 7960 Daniels fitness gym (weights and sauna), Bldg. 7360 Thompson gym (Basketball courts) and the seasonal life guards for the pool Bldg. 7360.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
<p>2. EXPOSURE ASSESSMENT refers to "Potential" exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes:</p> <p>ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL).</p> <p>UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment.</p> <p>UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL.</p> <p>WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress.</p> <p>SKIN – The material poses a skin absorption hazard.</p> <p>REPRO HAZARD – The material is a Navy-recognized reproductive hazard.</p> <p>CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized suspected carcinogen.</p>				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA M CCS BLDG: 5591 SHOP: Semper Fit-Auto Skills SHOP HAZARD PRIORITY RATING: 2		POC: Rex Madding PHONE: 639-5226 TOTAL PERSONNEL: 3 (Civ: 3) MALE: 3 FEMALE: 0		
SHOP OPERATIONS: Personnel can provide various preventive maintenance services for cost or can assist patrons perform various tasks. Some services provided include: wheel balance, mounting and repair; a/c service; welding; oil change; brakes; transmission flush; powertrain analysis; diagnostics; and bead blasting. There is also a paint booth on site for patrons use only.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Car Repair/Maintenance: Noise* Various pneumatic tools used by shop patrons and government personnel create noise levels greater than 85 dBA. Power tools such as, but not limited to, include: <ul style="list-style-type: none"> • Impact wrench • Air ratchets • Air grinder 	3	Daily Up to 4 hrs	PPE: Single hearing protection is required for noise levels at or above 85 dBA. Double hearing protection is required for noise levels at or above 96 dBA.	UNCERTAIN. Sampling performed in the last three months prior to this survey included one day with overexposure to noise based on an 8 hour time weighted average (TWA). More sampling is needed to assess this hazard. NOTE: Equipment used does produce hazardous noise levels and hearing protection should be used accordingly. Medical surveillance for Noise (503) is recommended until further sampling can be accomplished. <i>*Noise is a recognized reproductive hazard.</i> See attachment (5) for noise level results and dosimetry results.
Vehicle brake work: Asbestos* and/or other fibrous materials, acetone and toluene* Personnel may perform or overlook various brake operations. This can include working with brake shoes, discs and pads and NAPA Disc Brake Quiet (acetone and ethyl acetate), NAPA Brake Parts Cleaner (toluene* and acetone)	3	As needed 10-30 minutes	ADM: Wet methods. PPE: Safety glasses and gloves.	ACCEPTABLE. No significant exposure expected however based on the unknown factor if there is any amount of asbestos containing fibers it is highly recommended that a wet method be used. See OSHA Safety Bulletin provided to safety. <i>*Asbestos is a known carcinogen.</i> <i>*Toluene is a recognized reproductive hazard.</i>
Parts washing/degreasing: Petroleum distillates There is a Safety Kleen parts cleaner to manually clean parts and an automatic parts washer that uses Zep formula 15282 (tetrasodium pyrophosphate).	3	As needed Up to 10 minutes	PPE: Safety glasses and a face shield or chemical splash goggles and nitrile gloves.	ACCEPTABLE. No significant exposure expected based on the application method, frequency, amounts used and the closed system process.
Abrasive blasting: Metals and dust Personnel have a glove box on hand to use as needed to clean parts. Glass beads are used as the media.	2	1x/week 5-10 minutes	ENG: Enclosed system.	ACCEPTABLE. No significant exposure expected based on the frequency, amounts used and the closed system process.

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA M CCS BLDG: 5591 SHOP: Semper Fit-Auto Skills SHOP HAZARD PRIORITY RATING: 2		POC: Rex Madding PHONE: 639-5226 TOTAL PERSONNEL: 3 (Civ: 3) MALE: 3 FEMALE: 0		
SHOP OPERATIONS: Personnel can provide various preventive maintenance services for cost or can assist patrons perform various tasks. Some services provided include: wheel balance, mounting and repair; a/c service; welding; oil change; brakes; transmission flush; powertrain analysis; diagnostics; and bead blasting. There is also a paint booth on site for patrons use only.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Car Repair/Maintenance: Carbon monoxide*, toluene*, xylene*, ethylbenzene*, naphthalene*, benzene* and 2-butoxyethanol For the most part products used during these services are provided by the vehicle owner and could not be evaluated. However the follow materials were on hand and could be evaluated: Johnsens starting fluid WD-40 (various petroleum based oils) OReilly Carb and Choke (acetone, toluene* and methanol) Mac Carb and Choke (acetone, xylene* and ethyl benzene*) PB Blaster (petroleum distillates and naphthalene*) Napa Brake Fluid (various glycol ethers) DOT 3 Brake Fluid (various glycol ethers) OReilly Power Steering (Distillates) Temp Select Flush (Benzene*, ethyl benzene* and naphthalene*) Motor Vac Carbon Cleaner MV3 (distillates and 2-butoxyethanol) Motor Vac Carbon Cleaner Diesel Detergent (distillates and 2-butoxyethanol)	3	Daily Up to 10 min at a time	PPE: Nitrile gloves and goggles. ENG: Local exhaust ventilation attached to tail pipes.	ACCEPTABLE. No significant exposure expected based on the application method, frequency and amounts used. Garage Exhaust hoses were operational and did not meet the minimum flow requirements (see attachment (4)), maintenance on the system is recommended. <i>*Carbon monoxide, toluene and xylene are recognized reproductive hazards.</i> <i>*Benzene, naphthalene and ethylbenzene are recognized carcinogens.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 14 November 2017		
RECORDED BY: Whitney Bishop COMMAND: MCLBA MCCA BLDG: 5591 SHOP: Semper Fit-Auto Skills SHOP HAZARD PRIORITY RATING: 2		POC: Rex Madding PHONE: 639-5226 TOTAL PERSONNEL: 3 (Civ: 3) MALE: 3 FEMALE: 0		
SHOP OPERATIONS: Personnel can provide various preventive maintenance services for cost or can assist patrons perform various tasks. Some services provided include: wheel balance, mounting and repair; a/c service; welding; oil change; brakes; transmission flush; powertrain analysis; diagnostics; and bead blasting. There is also a paint booth on site for patrons use only.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Servicing cooling systems: 1,1,1,2-tetrafluoroethane Personnel use an AC system that can inject leak detector into the AC system via a closed loop system. After the car drives around they come back and use a UV light to search for a possible leak. Freon can also be injected into the system if needed.	3	Daily Up to 30 min	ENG: Closed loop system.	ACCEPTABLE. No significant exposure expected based on the application method, frequency, amounts used and the closed system process.
Vehicle spray-painting: Organic vapors Shop personnel can advise patrons on the operation of the equipment but does not perform spray painting. Klean Strip Naked Gun (acetone, xylene*, toluene* and ethylbenzene*) is also used to clean the paint gun.	0	As needed	DV: Paint booth.	N/A. Government personnel are not performing any tasks in the paint booth. It is only mentioned here to address the ventilation. Paint booth was operational and meets the minimum flow requirements (see attachment (4)).
MIG Welding: Metal fume (to include iron and manganese); UV radiation* Personnel can conduct welding operations. MIG Welding is conducted on ferrous steel, stainless steel, and/or aluminum. ER70S-6 mild steel welding wire (iron and manganese) is used. Welding is conducted in a large open bay with exterior airflow through bay door opening. Shop is not equipped with specific ventilation for this task.	1	2x/month 30-60 minutes	PPE: Leather gloves & apron, welding helmet or welding goggles.	ACCEPTABLE. No significant exposure expected based on frequency and duration. <i>*UV radiation is a recognized carcinogen.</i>
Clean floors: 2-Butoxyethanol; sodium hydroxide Personnel use Awesome Orange Degreaser (2-butoxyethanol and sodium hydroxide) diluted with water to mop the floors.	2	Daily 5-10 minutes	PPE: Nitrile gloves and goggles.	ACCEPTABLE. No significant exposure expected based on the application method, frequency, amounts used and the closed system process.
I. USE THE FOLLOWING CONTROL CODES: ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation				

INDIVIDUAL HAZARD ASSESSMENT			DATE:	14 November 2017
RECORDED BY:	Whitney Bishop	POC:	Rex Madding	
COMMAND:	MCLBA MCCS	PHONE:	639-5226	
BLDG:	5591	TOTAL PERSONNEL:	3 (Civ: 3)	
SHOP:	Semper Fit-Auto Skills	MALE:	3	
SHOP HAZARD PRIORITY RATING:	2	FEMALE:	0	
SHOP OPERATIONS: Personnel can provide various preventive maintenance services for cost or can assist patrons perform various tasks. Some services provided include: wheel balance, mounting and repair; a/c service; welding; oil change; brakes; transmission flush; powertrain analysis; diagnostics; and bead blasting. There is also a paint booth on site for patrons use only.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
<p>2. EXPOSURE ASSESSMENT refers to "Potential" exposure and does not take PPE such as respiratory protection or hearing protection into account. Use the following exposure codes:</p> <p>ACCEPTABLE – One where the IH will not expect the similar exposure group (SEG), on average, to be above the selected occupational exposure limit (OEL).</p> <p>UNCERTAIN – Additional data needs to be collected to clarify the exposure assessment. The IH should make an interim exposure assessment based on observation of the process and/or professional judgment.</p> <p>UNACCEPTABLE – One where the IH will expect the SEG, on average, to be exposed above the selected OEL.</p> <p>WMSD RISK FACTORS – Work-related musculoskeletal disorder (WMSD) risks include but are not limited to force, repetition, awkward or static postures, vibration and contact stress.</p> <p>SKIN – The material poses a skin absorption hazard.</p> <p>REPRO HAZARD – The material is a Navy-recognized reproductive hazard.</p> <p>CARCINOGEN – The material contains greater than 0.1% of an OSHA, ACGIH, IARC, OR NTP-recognized suspected carcinogen.</p>				

**SUMMARY OF MEDICAL SURVEILLANCE RECOMMENDATIONS
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002
NOVEMBER 2017**

Ref: (a) Medical Surveillance Procedures Manual and Medical Matrix, Edition 12, NMCPHC-TM OM 6260 (<http://www.med.navy.mil/sites/nmcphc/occupational-and-environmental-medicine/oemd/Pages/medical-surveillance-certification.aspx>).

The following table summarizes identified medical surveillance recommendations.

WORKCENTER	WORK PROCESSES	MEDICAL SURVEILLANCE	ESTIMATED # OF PERSONS
Exposure Based Medical Surveillance Recommendations			
Business Operations-MCX	Weapons firing/qualifications	Noise (503)	3
Food and Hospitality-Restaurants	Cleaning dishes at Town and Country	Noise (503)	1
General Support-Maintenance	Lawn Maintenance	Noise (503)	2
Semper fit-Auto skills	Auto Repair	Noise (503)	2
Occupation Based Medical Exam Recommendations			
Child Development Center	Child Care and other operations	Blood Borne Pathogen Program (178)	50
		Childcare worker (703)	
	Cooks	Food Handlers (709)	2
Food and Hospitality-Restaurants	Cooks and food handlers	Food Handlers (709)	20
General Support-Maintenance	Custodial cleaning	Blood and Bodily Fluids (178)	9
Semper Fit-Gyms and Outdoor Adventure	Washing towels at the gyms	Blood and Bodily Fluids (178)	20
	Material Handling/forklift use at outdoor adventures	Forklift Operators (710)	3

1. Explanation of Medical Surveillance/Certification Recommendations: Recommendation for inclusion in a hazard-based medical surveillance program for employees involved in a given operation is based on the industrial hygienist's judgment, either through observation or knowledge of the process or representative sampling, that these employees will be routinely exposed to workplace concentrations at or above 50% of applicable OSHA standards or action levels established by Navy instruction or Federal regulation. Medical certification is required by specific Navy or Federal directive where a certain degree of physical fitness has been judged as necessary for a component of the job (i.e. respirator use) or the job itself (i.e. forklift operators or security guards). Governing references regarding certifications should be followed. Scheduling of these personnel for examination is to be accomplished through the Occupational Medicine.

2. New Medical Surveillance Requirements: The Supervisor's Medical Surveillance and Certification Exam Referral form (SECNAV 5100.1T) is required to be filled out prior to personnel visiting Occupational Medicine for medical surveillance exams (https://navalforms.documentservices.dla.mil/formsDir/_SECNAV_5100_1T_10914.pdf).

**RESULTS OF EVALUATIONS OF INDUSTRIAL VENTILATION SYSTEMS
USED FOR STRESSOR CONTROL
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002
NOVEMBER 2017**

Ref: (a) American Conference of Governmental Industrial Hygienists, *Industrial Ventilation: A Manual of Recommended Practice for Design*, 28TH Edition, 2013

1. Background

a. Providing adequate mechanical exhaust ventilation to control stressors (i.e., chemical substances and physical agents that are harmful to personnel) is known as Industrial Ventilation and is essential to protecting the health of personnel. This is especially true in interior spaces where stressors can build up if not properly exhausted. The assessment of ventilation systems for comfort (i.e., Heating, Ventilating, and Air-Conditioning (HVAC) systems) is outside the scope of this survey.

b. Industrial ventilation falls into two categories: general (or dilution) ventilation and local exhaust ventilation (LEV). Dilution ventilation, as the name implies, controls stressors to an acceptable level by allowing them to mix with large volumes of clean air but also results in low-level exposure of all space occupants to the contaminant. Dilution ventilation eventually removes the stressor but does not minimize exposure. Local exhaust ventilation is preferred for industrial processes since it removes stressors at their source before they mix with the air in the space. To function properly industrial ventilation requires an adequate amount of both exhaust and supply (i.e., make-up/replacement) air.

c. An industrial hygienist or other qualified personnel under their direction may conduct ventilation assessments. Results of the measurement of local exhaust ventilation systems used for contaminant control are reported in either feet per minute (fpm) (e.g., for slot velocities or capture velocities) or cubic feet per minute (CFM) (e.g., for total system performance) while dilution ventilation is usually reported as either air changes per hour (ACH) or the rate of change in minutes. ACH is the number of times per hour that a volume of air equal to the internal volume of the space is removed. Rate of change is the number of minutes that it takes to exhaust a volume of air equal to the internal volume of the space.

2. Summary of Findings: The following is a summary of ventilation findings:

SHOP/ WORKCENTER	SYSTEM TESTED	MEASUREMENTS November 2017	STANDARDS	STANDARDS MET
Semper fit-Auto skills	Paint Booth	66 fpm	Ref. (a), Print No. VS-75-04, Large Drive –Through Paint Booth recommends a minimum velocity of 60 fpm cross sectional when an HVLP is used.	YES

SHOP/ WORKCENTER	SYSTEM TESTED	MEASUREMENTS November 2017	STANDARDS	STANDARDS MET
Semper fit-Auto skills	Garage Exhaust Bay 1 LEV 1	366 CFM	Ref. (a), Print No. VS-85-02 Tailpipe Exhaust Ventilation Volumes includes a calculation based on the engine tailpipe temperature, engine displacement and engine revolutions per minute.	YES
	Garage Exhaust Bay 1 LEV 2	329 CFM		YES (Within 10%)
	Garage Exhaust Bay 2 LEV 3	255 CFM	The largest engine could be around 5.1 L, engine tailpipe used was 900 and 1,200 °F and engine revolutions per minute were 600-1,000 rpm @ idle. Based on the calculation the exhaust should be around 333-677 CFM.	No
	Garage Exhaust Bay 3 LEV 4	234 CFM		No
	Garage Exhaust Bay 4 LEV 5	192 CFM		No
General Support- Maintenance	Woodworking LEV (Table saw)	377 CFM	Ref. (a), Print No. VS-95-02, Floor table saw Q=645 CFM	No

3. The following are explanations or recommendations for the above mentioned systems that did not meet recommended flow rates:

- The Auto skills shop has a paint booth and local garage exhaust ventilation. The paint booth meets the recommendations however the garage exhausts do not. Recommend facilities perform a maintenance check on the system to verify the system is working properly.
- The Maintenance Shop is equipped with 1 Delta Portable Dust Collector connected to dust producing woodworking equipment. This does not meet the recommendations. Personnel should consider performing maintenance and replacing the filters.

4. Ventilation surveys will continue to be performed as required. Original ventilation survey sample sheets are on file at the Industrial Hygiene office.

5. Please contact Industrial Hygiene (229-639-7846) should there be any action taken on the existing systems that will alter (improve/reduce) the airflow so new measurements can be taken.

**RESULTS OF EVALUATIONS OF INDUSTRIAL VENTILATION SYSTEMS
USED FOR STRESSOR CONTROL
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002
NOVEMBER 2017**

Ref: (a) American Conference of Governmental Industrial Hygienists, *Industrial Ventilation: A Manual of Recommended Practice for Design*, 28TH Edition, 2013

1. Background

a. Providing adequate mechanical exhaust ventilation to control stressors (i.e., chemical substances and physical agents that are harmful to personnel) is known as Industrial Ventilation and is essential to protecting the health of personnel. This is especially true in interior spaces where stressors can build up if not properly exhausted. The assessment of ventilation systems for comfort (i.e., Heating, Ventilating, and Air-Conditioning (HVAC) systems) is outside the scope of this survey.

b. Industrial ventilation falls into two categories: general (or dilution) ventilation and local exhaust ventilation (LEV). Dilution ventilation, as the name implies, controls stressors to an acceptable level by allowing them to mix with large volumes of clean air but also results in low-level exposure of all space occupants to the contaminant. Dilution ventilation eventually removes the stressor but does not minimize exposure. Local exhaust ventilation is preferred for industrial processes since it removes stressors at their source before they mix with the air in the space. To function properly industrial ventilation requires an adequate amount of both exhaust and supply (i.e., make-up/replacement) air.

c. An industrial hygienist or other qualified personnel under their direction may conduct ventilation assessments. Results of the measurement of local exhaust ventilation systems used for contaminant control are reported in either feet per minute (fpm) (e.g., for slot velocities or capture velocities) or cubic feet per minute (CFM) (e.g., for total system performance) while dilution ventilation is usually reported as either air changes per hour (ACH) or the rate of change in minutes. ACH is the number of times per hour that a volume of air equal to the internal volume of the space is removed. Rate of change is the number of minutes that it takes to exhaust a volume of air equal to the internal volume of the space.

2. Summary of Findings: The following is a summary of ventilation findings:

SHOP/ WORKCENTER	SYSTEM TESTED	MEASUREMENTS November 2017	STANDARDS	STANDARDS MET
Semper fit-Auto skills	Paint Booth	66 fpm	Ref. (a), Print No. VS-75-04, Large Drive –Through Paint Booth recommends a minimum velocity of 60 fpm cross sectional when an HVLP is used.	YES

SHOP/ WORKCENTER	SYSTEM TESTED	MEASUREMENTS November 2017	STANDARDS	STANDARDS MET
Semper fit-Auto skills	Garage Exhaust Bay 1 LEV 1	366 CFM	Ref. (a), Print No. VS-85-02 Tailpipe Exhaust Ventilation Volumes includes a calculation based on the engine tailpipe temperature, engine displacement and engine revolutions per minute.	YES
	Garage Exhaust Bay 1 LEV 2	329 CFM		YES (Within 10%)
	Garage Exhaust Bay 2 LEV 3	255 CFM	The largest engine could be around 5.1 L, engine tailpipe used was 900 and 1,200 °F and engine revolutions per minute were 600-1,000 rpm @ idle. Based on the calculation the exhaust should be around 333-677 CFM.	No
	Garage Exhaust Bay 3 LEV 4	234 CFM		No
	Garage Exhaust Bay 4 LEV 5	192 CFM		No
General Support- Maintenance	Woodworking LEV (Table saw)	377 CFM	Ref. (a), Print No. VS-95-02, Floor table saw Q=645 CFM	No

3. The following are explanations or recommendations for the above mentioned systems that did not meet recommended flow rates:

- The Auto skills shop has a paint booth and local garage exhaust ventilation. The paint booth meets the recommendations however the garage exhausts do not. Recommend facilities perform a maintenance check on the system to verify the system is working properly.
- The Maintenance Shop is equipped with 1 Delta Portable Dust Collector connected to dust producing woodworking equipment. This does not meet the recommendations. Personnel should consider performing maintenance and replacing the filters.

4. Ventilation surveys will continue to be performed as required. Original ventilation survey sample sheets are on file at the Industrial Hygiene office.

5. Please contact Industrial Hygiene (229-639-7846) should there be any action taken on the existing systems that will alter (improve/reduce) the airflow so new measurements can be taken.

**NOISE SURVEY WITH HEARING PROTECTION REQUIREMENTS
AND PERSONAL NOISE SAMPLING RESULTS SUMMARY
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002
NOVEMBER 2017**

1. BUMED NOTICE 6260, 9 May 2016, directs the Navy to follow the Department of Defense Hearing Conservation Program guidance provided in DoD Instruction 6055.12, 3 December 2010. This changed the noise levels for which single and double hearing protection are required, the calculated protection factor or noise reduction rating (NRR) for devices used, and the way in which personal exposure dosimetry data is calculated. Areas requiring hearing protection should be appropriately labeled according to DoD requirements. Personnel should also be trained to subjectively identify “noise hazardous” conditions that may be encountered throughout the command/shop. In general, if personnel must raise their voice or shout to be heard over a noise source by a colleague standing two feet or less away, they are in a noise hazardous condition. Personnel should know to wear single hearing protection whenever such conditions are encountered.

2. The following table identifies spaces, work tasks and equipment that require the use of hearing protection. These measurements were taken at Marine Corps Community Services work centers during the current or previous industrial hygiene (IH) survey. All personnel working in the area or performing the identified tasks that are exposed to sound pressure levels of **85 dB(A)** and greater must use single hearing protection. Personnel exposed to sound pressure levels of **96 dB(A)** and greater require the use of double hearing protection, as indicated by the word “Double” in the “Level of Hearing Protection Required” column. The hearing protective devices used must meet the requirements of standard to reduce the noise attenuation below 85 dBA.

IDENTIFIED NOISE HAZARD AREA, OPERATIONS AND EQUIPMENT					
SHOP/ WORKCENTER	SPACE	WORK TASK AND/OR CONDITIONS	RANGE OF MEASURED SOUND PRESSURE LEVELS (dBA)	NOISE RADIUS (FT)	HEARING PROTECTION REQUIRED
Food and Hospitality- Restaurants	Town and Country Restaurant (Kitchen)	Dishwashing machine	76-83	N/A	None
		Food prep personnel area	74	N/A	None
		Dishwashing personnel area	75	N/A	None
		Garbage Disposal Front	81	N/A	None
		Garbage Disposal Back	95	2 ft	Single
Semper Fit- Gym and Outdoor Recreations	Daniels Gym	Hamilton Beach Blender	87	1 ft	Single
		Ryobi Leaf Blower	85	1 ft	Single
		AC Unit	76	N/A	None
	Outdoor Adventure	Stihl Leaf Blower	91	7 ft	Single
		B-Air Bouncer Blower KP1	95	4 ft	Single

IDENTIFIED NOISE HAZARD AREA, OPERATIONS AND EQUIPMENT					
SHOP/ WORKCENTER	SPACE	WORK TASK AND/OR CONDITIONS	RANGE OF MEASURED SOUND PRESSURE LEVELS (dBA)	NOISE RADIUS (FT)	HEARING PROTECTION REQUIRED
Semper Fit- Gym and Outdoor Recreations	Outdoor Adventure	B-Air Bouncer Blower KP1.5	101	11 ft	Double
		B-Air Bouncer Blower IF-1	90	3 ft	Single
		EU3000 Generator	86	1ft	Single
		Champion Generator	98	10 ft	Double
Semper Fit-Auto Skills	Auto Skills Shop	Tire Machine	75	N/A	None
		Vehicle Lift	73	N/A	None
		Air Impact Wrench	98	4 ft	Double
		Door Lift	85	1 ft	Single
		Main Area Garage	73	N/A	None
		Hydraulic Jack	83	N/A	None
		General Support Admin Offices	IT Office at MCX	Floor Vent (Cisco System)	78
Employee Desk (Womble)	73	N/A		None	
Employee Desk (Vacant)	74	N/A		None	
Employee Desk (Howell)	70	N/A		None	
AC unit next to Microwave	82	N/A		None	

3. The personal sample results listed below indicated some shops have exposures that exceeded the Navy occupational exposure limit (OEL).

AUTO SKILLS PERSONNEL NOISE SAMPLING RESULTS				
DATE SAMPLE #	ACTIVITY	EXPOSURE LIMIT	MEASURED TWA EXPOSURE	RESULT
25 October 2017 ND118004	Auto repair	85	78	Below the OEL
25 October 2017 ND18003	Auto repair	85	78	Below the OEL
19 September 2017 ND17135	Auto repair-included the use of an impact wrench.	85	86	Above the OEL
31 August 2017 ND17127	Auto repair	85	83	Below the OEL

**TOWN AND COUNTRY (KITCHEN)
PERSONNEL NOISE SAMPLING RESULTS**

DATE SAMPLE #	ACTIVITY	EXPOSURE LIMIT	MEASURED TWA EXPOSURE	RESULT
19 October 2017 ND18002	Food service	85	80	Below the OEL
19 October 2017 ND18001	Cleaning Dishes and Loading/ Offloading truck	85	85	At the OEL
31 August 2017 ND17126	Food service and assisted with cleaning dishes. It was not documented how long this person assisted. This is not usual.	85	85	At the OEL
31 August 2017 ND17125	Cleaning Dishes and Loading/ Offloading truck	85	86	Above the OEL

3. At the discretion of Industrial Hygiene, additional noise measurements (sound level surveys) may be obtained in work centers or noise dosimetry (personal monitoring on individuals) performed to resolve compliance issues such as the posting of hazardous noise areas, the adequacy of hearing protection devices already in use, or implementing administrative controls to bring the effective exposure to less than the DoD OEL.

4. The hearing protection devices used at the auto skills, have an adjusted NRR of 15 dB and are capable of attenuating worker noise exposure below the OEL. It is recommended that the shop re-emphasize the need for wearing appropriate hearing protection continually when in designated noise hazard areas and it should be ensured that hearing protection use is strictly enforced throughout the shop. The shop should also consider any means available to minimize or eliminate noise wherever possible in order to reduce potential worker exposures. All noise hazardous areas/equipment should remain labeled with appropriate noise hazard stickers/signs. Should tasks change such that worker noise exposures are affected, notify Industrial Hygiene so that another assessment can be conducted.

5. The original sample results discussed in this attachment are on file with the Industrial Hygiene office. The workers have been notified of their sample results and the results have been recorded in their individual medical records. At this time there are no additional recommendations to be made.

**RESPIRATORY PROTECTION SUMMARY
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002
NOVEMBER 2017**

1. The following is a listing of work tasks where respiratory protection is recommended. The recommendations are based on the results of air sampling data, regulatory requirements and the judgment of the industrial hygienist. It is the responsibility of the command's Respiratory Protection Program manager (RPPM) to implement the program requirements. Among the requirements of this program are annual training and annual fit testing. The examining physician determines the frequency of medical evaluations based on the employee's age and other factors. Military personnel who have a current PHA and are considered 'fit for full duty' are considered medically qualified to wear a respirator. It is likely that in some cases where respiratory protection was not specifically recommended, personnel may request voluntary respiratory protection for their own individual reasons. In instances of discretionary or voluntary respirator use, the respirator must be issued and controlled by the RPPM. Voluntary respiratory use must also meet the requirement of OPNAVINST 5100.23G, 1503g. (1-3).

SHOP/ WORKCENTER	WORK TASK	RESPIRATOR TYPE
General Support-Maintenance	Lawn Maintenance: Nuisance dust	N-95 filtering facepiece (Voluntary use).

2. Specific model of respirator and cartridge or filter should be specified in the local SOP for each work task. Local SOPs need to be updated to reflect current respirator recommendations.

3. The 2016 respiratory protection program review for Marine Corps Logistics Base Albany was provided to the command under separate cover via ltr 6200.2 Ser 06IHZZ/0050 of 17 January 2017. That review provided specific program findings and recommendations.

**UPDATED EXPOSURE MONITORING PLAN
MARINE CORPS COMMUNITY SERVICES DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18002
NOVEMBER 2017**

COMMAND: MCLB Albany MCCD UIC: N67004	P.O.C: Alisha Montieth and see below PHONE: 639-7259	SURVEY DATE: 2016 SAMPLES DUE BY: Noise-2018 and 2019, vents 2019 LAST SURVEY PERFORMED BY: Whitney Bishop ASSIGNED TO IHT: Areiole Williams			
EXPOSURE MONITORING PLAN					
OPERATION AND STRESSOR TO BE MONITORED	NUMBER OF SAMPLES	I METHOD	II AREA	III FREQ	IV MAN-HOURS
Child Development Center Childcare operations-Noise Dorothy Bryant 639-5247 Rationale: B Priority: 2	2	PD	HZ	1	18
Action: Perform noise dosimetry on two separate days. DUE November 2018 (2 samples) and November 2019 (2 samples).					
IH Tech Comments:					
Child Development Center Kitchen Cooking/Food Preparation-Noise Dorothy Bryant 639-5247 Rationale: B Priority: 2	2	PD	HZ	1	18
Action: Perform noise dosimetry on two separate days. DUE November 2018 (2 samples) and November 2019 (2 samples).					
IH Tech Comments:					
Food and Hospitality-Bowling alley and theater Bowling alley operations and minor maintenance-Noise Lumus Kerlegon 639-5223 Rationale: B Priority: 2	2	PD	HZ	1	18
Action: Perform noise dosimetry on two separate days. DUE November 2018 (2 samples) and November 2019 (2 samples).					
IH Tech Comments:					
Food and Hospitality-Restaurants Cleaning dishes-Noise Lumus Kerlegon and Liza Coleman 639-5223 Rationale: B Priority: 2	2	PD	HZ	1	18
Action: Perform noise dosimetry on two separate days. DUE November 2018 (2 samples) and November 2019 (2 samples).					
IH Tech Comments:					

COMMAND: MCLB Albany MCCD UIC: N67004	P.O.C: Alisha Montieth and see below PHONE: 639-7259	SURVEY DATE: 2016 SAMPLES DUE BY: Noise-2018 and 2019, vents 2019 LAST SURVEY PERFORMED BY: Whitney Bishop ASSIGNED TO IHT: Areiole Williams			
EXPOSURE MONITORING PLAN					
OPERATION AND STRESSOR TO BE MONITORED	NUMBER OF SAMPLES	I METHOD	II AREA	III FREQ	IV MAN-HOURS
General Support-Maintenance Lawn/grounds maintenance-Noise Kenneth Edwards 639-6201 Rationale: B Priority: 2	2	PD	HZ	1	18
Action: Perform noise dosimetry on two separate days. DUE November 2018 (2 samples) and November 2019 (2 samples).					
IH Tech Comments:					
General Support-Maintenance Ventilation survey Kenneth Edwards 639-6201 Rationale: D Priority: 3	1	DR	O	2	0.5
Action: Perform ventilation survey on the woodworking LEV in the maintenance shop according to last ventilation survey. DUE November 2019.					
IH Tech Comments:					
Semper fit-Auto skills Car Repair/Maintenance-Nosie Rex Madding 639-5226 Rationale: B Priority: 2	2	PD	HZ	1	18
Action: Perform noise dosimetry on two separate days. DUE November 2018 (2 samples) and November 2019 (2 samples).					
IH Tech Comments:					
Semper fit-Auto skills Ventilation survey Rex Madding 639-5226 Rationale: D Priority: 3	1	DR	O	2	2.5
Action: Perform ventilation survey on the paint booth according to last ventilation survey. DUE November 2019.					
IH Tech Comments:					
Semper fit-Auto skills Ventilation survey Rex Madding 639-5226 Rationale: D Priority: 3	5	DR	O	2	2.5
Action: Perform ventilation survey on the garage exhaust system according to last ventilation survey. DUE November 2019.					
IH Tech Comments:					
Monitoring Plan Completion Reviewed By:				TOTAL HOURS: 113.5	

COMMAND: MCLB Albany MCCD UIC: N67004		P.O.C: Alisha Montieth and see below PHONE: 639-7259		SURVEY DATE: 2016 SAMPLES DUE BY: Noise-2018 and 2019, vents 2019 LAST SURVEY PERFORMED BY: Whitney Bishop ASSIGNED TO IHT: Areiole Williams				
EXPOSURE MONITORING PLAN								
OPERATION AND STRESSOR TO BE MONITORED				NUMBER OF SAMPLES	I METHOD	II AREA	III FREQ	IV MAN-HOURS
I Method of Measurement		II Area		III Frequency		IV Man-hours (Type/Number of Units/Hours)		
DR	Direct Reading	BZ	Breathing Zone	1	1x/Year	AIR: Full Shift: Each		9
IT	Indicator Tube	HZ	Hearing Zone	2	2x/Year	STEL: Up to 3 samples		1.5
F	Filter	GA	General Area	3	4x/Year	HEAT STRESS: Full Shift: Each		9
PD	Personal Dosimeter	SZ	Source Zone	4	1x/2 Years	NOISE DOSIMETRY: Full Shift: Each		9
AT	Adsorption Tube (Charcoal, Silica Gel, Etc.)	O	Other (Specify)	5	If performed	NOISE SLM: All Sources: Up to 5		2.5
				6	Other (specify)	VENTILATION: Hoods/Tanks/Exhausts: Each		0.5 1
W	Wipe					VENTILATION: Air Changes: Each space		2.5
B	Bulk Sample					VENTILATION: Each Walk-In Booth		2.5
						BREATHING AIR: Per System		

Sample Rationale:

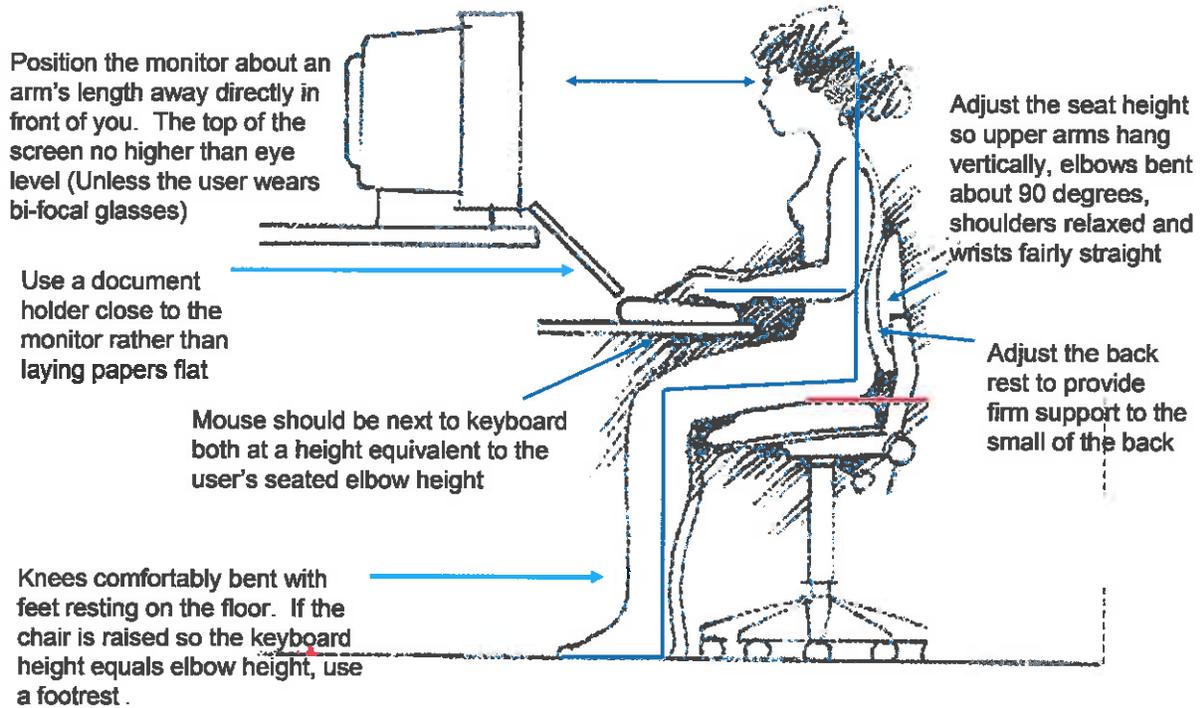
- A:** Fulfill regulatory sampling requirements.
- B:** Collect sufficient data to allow statistically valid exposure assessments.
- C:** Track workplace exposures to determine trends.
- D:** Validate professional judgments of unchanged exposure assessments.

Priority Category:

- Priority 1:** Needed to fulfill regulatory/instructional requirements (Federal, Navy, BUMED, etc).
- Priority 2:** Noise dosimetry and non-regulatory personal breathing zone sampling.
- Priority 3:** Other sampling needed in order to provide a more accurate or statistically valid exposure assessment.
- Priority 4:** Needed to validate professional judgments and/or to refresh existing data

Regardless of the **Priority** assigned, exposure monitoring is an essential part of the Industrial Hygiene Program for the command. Command and employee support for the sampling process is important. It is requested that every effort be given to cooperating with the personnel assigned to perform the exposure monitoring. Cooperation by both workers and supervisory personnel will expedite the sampling and minimize undue interference with work center operations.

Neutral Posture for Computer Use



TIME TO TAKE A COMPUTER BREAK

For every 20 minutes of computer use,
look at an object 20 feet away for
20 seconds. This reduces eyestrain.

Move your eyes side-to-side and
top-to-bottom. This helps moisten
your eyes and reduces eyestrain.

Cup your eyes with your hands
and close your eyes. Do not put
any direct pressure on your eyes.
This relaxes your face and
moistens your eyes.

Rotate your ankles. This promotes
blood circulation in your legs.

While seated, elongate your back
by pretending there is a cable
attached to your head that is slowly
pulling upwards. This will promote
good posture and relieve some
low back pain.

Slowly pull your arms back as far as
you can, trying to touch your shoulder
blades together. This will reduce
upper back stress.

Close your eyes and gradually
lower your head. This relaxes
your eyes and neck.

Extend your arms and fingers
and rotate. This reduces stress
on the upper extremities.

With your arms at your sides,
shake your fingers. This
relaxes your arms, hands
and fingers.

Shrug your shoulders. This eliminates
stress from the shoulders and upper back.

Tip: Taking 20 second micro-breaks throughout the day to refocus your eyes will reduce fatigue at the end of the day. 20/20 rule: for every 20 minutes of work, rest the eyes 20 seconds.

CUSTOMER SATISFACTION SURVEY

Industrial Hygiene Division
Naval Branch Health Clinic, Albany

Command: _____ Date: _____

Please rate this survey and report by indicating the numbers below that reflect your level of satisfaction:

	Level of Satisfaction				
	Low				High
	1	2	3	4	5
1. Coordination and/or response to request					
2. Courtesy and professionalism of IH personnel					
3. IH personnel's ability to communicate clearly and openly					
4. Clarity of Report					
5. Usefulness of Report					
6. Exposure Monitoring (if applicable)					
7. Timeliness of Report					

7. How can we improve the services we are providing?

8. What other services would you like Industrial Hygiene Services to provide?

9. Additional Comments (add a separate sheet if necessary):

Name: _____ Position: _____ Shop/Codes: _____

PLEASE RETURN THIS SURVEY TO:

Head, Industrial Hygiene Division
Naval Branch Health Clinic, Albany
Whitney.r.bishop.civ@mail.mil

THANKS!!!