



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

IN REPLY REFER TO:
6200.2

Ser 06IHZZ/ 0205

FEB 12 2018

From: Commanding Officer, Naval Hospital Jacksonville
To: Commanding Officer, MCLB Albany GA
Via: Director, Public Safety Division, MCLB, Albany, GA

Subj: PERIODIC INDUSTRIAL HYGIENE SURVEY OF THE PUBLIC SAFETY
DIVISION

Ref: (a) OPNAVINST 5100.23G

Encl: (1) Executive Summary
(2) Industrial Hygiene Survey Report (AL18006)

1. A periodic Industrial Hygiene Survey of the Public Safety Division was conducted on 22-30 January 2018 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, appearing to read "T. R. Walker".

T. R. WALKER

By direction

Copy to:
MCLB Albany Risk Management Office, Albany, GA

EXECUTIVE SUMMARY

A periodic industrial hygiene survey of Public Safety Division (PSD) was conducted on 22-30 January 2018 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 February 2016, there have been no changes. 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. It is a common misconception that it is the responsibility of an external organization (such as medical) to ensure that military and civilian personnel who require medical surveillance are enrolled in the appropriate medical surveillance programs. However per OPNAVINST 5100.23G, paragraph 0205(b) the regions and activities are responsible for implementing all aspects of the Navy Safety and Occupational Health programs. Medical surveillance is an essential component of the SOH program. The main system used to track this data is the Enterprise Safety Applications Management System (ESAMS) and the use is mandated in the Marine Corps Logistics Base Albany Order P5100.1L Section 2001. During the Industrial Hygiene survey, the ESAMS medical surveillance compliance report was used to evaluate the compliance of use and is summarized in the Program Evaluation Summary (Attachment 1). A review of the ESAMS report determined there were problems in the use of ESAMS to document the recommended programs. For example, in the Fire Department 49% of the personnel are not in the required medical certification program for Firefighter or Hazardous Waste/Emergency Responder which also cover the use of respirators. This means that 49% (16 of 33) are not medically qualified to perform their duties.

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. Personnel are identified for medical surveillance or certification exams by their job and through the industrial hygiene survey. The safety management of the organization is typically responsible

Enclosure (1)

for entering medical surveillance and certification exam needed for each person into the ESAMS database.

Reference: SECNAVINST 5100.10J, OPNAVINST 5100.23G, Marine Corps Logistics Base Albany Order P5100.1L and BUMED ltr M4/11UM41256, Enterprise Safety Applications Management System (ESAMS) Implementation Policy

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.

**PERIODIC INDUSTRIAL HYGIENE SURVEY
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006**

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) Respiratory Protection Summary
(7) Exposure Monitoring Plan
(8) Neutral Posture for Computer Use/Computer Breaks
(9) Customer Satisfaction Survey

1. **Introduction.** Per reference (a) and (b), a periodic industrial hygiene survey of the Public Safety Division (PSD) was conducted 22-30 January 2018 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. The Respiratory Protection Summary, attachment (6), lists the operations requiring respirators and the type of respirators recommended. The Exposure Monitoring Plan, provided in attachment (7), details the operations/processes on which more information is required in the form of periodic sampling. Attachment (8), the Neutral Posture for Computer Use/Computer Breaks, can be used for training personnel in utilizing their computer workstations ergonomically. Attachment (9) 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)	February 2016	February 2020
Base Police Department	2 (Moderate)	January 2018	February 2020
Civilian Police Working Dog Section	2 (Moderate)	January 2018	February 2020
Fire Department	2 (Moderate)	January 2018	February 2020
Pass and ID Office, Bldg 3010	3 (Low)	February 2016	February 2020
Risk Management Office	2 (Moderate)	January 2018	February 2020

(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
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006
JANUARY 2018**

New or Significantly Modified Work Center Operations/Processes?

Comments:

- There have been no significant changes since the last survey conducted February 2016.
- 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 February 2018 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
Base Police Department	Police/Security Guard (714)	52	52	40	77% compliance
	MV Operators (Other than DOT) (712)		52	44	85% compliance
	Arms, Ammunition and Explosives (AA&E)		Not in ESAMS	Not in ESAMS	0% compliance
Civilian Police Working Dog Section	Police/Security Guard (714)	7	7	5	71% compliance
	MV Operators (Other than DOT) (712)		7	5	71% compliance
	Explosives vehicle operator (720)		7	7	100% compliance
	Arms, Ammunition and Explosives (AA&E)		Not in ESAMS	Not in ESAMS	0% compliance
Fire Department	Firefighter (707)	33	33	17	51% compliance
	Hazardous WASTE/ Emergency Responder (711)		33	17	51% compliance
	MV Operators (Other than DOT) (712)		33	25	76% compliance

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

- AUL 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? Y N Voluntary Use
- Are they effective? Y N N/A
- Is the Respiratory Protection Program satisfactory? Y N Marginal N/A
- ESAMS agrees with medical surveillance recommendations? Y N N/A

Comments:

- Police department personnel are trained to provide security to a CBRN event. This requires personnel to wear a full face respirator with a CBRN filter. Fire department personnel are trained on the SCBA to wear during firefighting and CBRN events.
- 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 reviewed on 1 February 2018 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
Base Police Department	54	54	46	85% compliance
Police-K-9 Section	7	7	5	71% compliance
Fire Department	33	33	20	60 % compliance

There are several personnel that work at the Police department that have shaving waivers. It is recommended loose fitting PAPRs be issued or personnel should be removed from the program.

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: All personnel that carry a weapon or work in the fire department 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 continue participation in the command's Hearing Conservation Program. 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 with an NRR of 29 or better are needed reduce noise exposure below the OEL.
- A list of noise hazardous equipment and operations is listed in Attachment (5).
- ESAMS data was reviewed on 1 February 2018 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
Base Police Department	55	55	44	80% compliance
Police-K-9 Section	7	7	5	71% compliance
Fire Department	33	33	18	54% compliance

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.

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:

- Personnel 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:

- Personnel that work in the Police and Fire Departments perform various tasks that create various ergonomic hazards such as heavy lifting, standing for long periods of time and working in awkward postures.
- Office areas in each shop was typically equipped with cubicle or executive styled desks. In general, the desks had round edges with keyboards and mice 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.
- 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
Base Police Department	Weapon firing/qualifications	Noise and lead
	Weapons cleaning	Lead
	Commercial and regular gate security	Heat Stress and heavy lifting
Civilian Police Working Dog Section	Weapon firing/qualifications	Noise and lead
	Weapons cleaning	Lead
	K-9 Training	Heavy lifting
Fire Department	First response (first aid) and firefighting	Noise, Heat Stress and heavy lifting
	Fuel handling	Gasoline
	Engine run-ups	Carbon monoxide

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
Base Police Department	Weapon firing/qualifications and Weapons cleaning	Lead
	Commercial and regular gate security	UV radiation
Civilian Police Working Dog Section	Weapon firing/qualifications and Weapons cleaning	Lead
	K-9 Training	Ammonium nitrate
Fire Department	Fuel handling	Gasoline

10. Other Applicable Programs:

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

Comments:

- The Ventilation Evaluation Summary is included in Attachment (4).
- ESAMS data was reviewed on 1 February 2018 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
Base Police Department	Blood Borne Pathogen Program (178)	52	52	50	96% compliance
Civilian Police Working Dog Section	Blood Borne Pathogen Program (178)	7	7	7	100% compliance
Fire Department	Blood Borne Pathogen Program (178)	33	0	0	0% compliance

11. Exposure Monitoring Plan (EMP):

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

Comments: Attachment (7) provides the current Exposure Monitoring Plan.

Additional Comments: None.

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INDUSTRIAL HYGIENE SURVEY
WORKCENTER SPECIFIC EVALUATIONS FOR
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006**

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INDIVIDUAL HAZARD ASSESSMENT			DATE:	10 February 2016
RECORDED BY: Whitney Bishop	COMMAND: Marine Corps Logistics Base Albany	BLDG: 3500	SHOP: Office of the Director	SHOP HAZARD PRIORITY RATING: 3 (Low)
POC: Sandra James	PHONE: 639-7991	TOTAL PERSONNEL: 4 (Civ: 4)	MALE: 1	FEMALE: 3
SHOP OPERATIONS: Administrative office that provides policy, guidance, and financial support for the PSD organization. Workers conduct meetings, write, and process paper work. They operate computers, copy machines, facsimile machines and other standard office equipment.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Administrative duties: Noise* Personnel perform primarily administrative tasks in an office setting with no noise hazards.	4	N/A	N/A	ACCEPTABLE. Personnel are not expected to be exposed to hazardous noise levels 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 work at in an office setting for long periods of time performing various administrative tasks to include the use of a computer.	4	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 carcinogen.				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 22 and 23 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 7520 SHOP: Base Police Department SHOP HAZARD PRIORITY RATING: 2		POC: Bob Henderson PHONE: 639-7957 TOTAL PERSONNEL: 59 (Civ: 59) MALE: 52 FEMALE: 7		
SHOP OPERATIONS: Employees perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties. Police officers (48) typically work 12.5 hour shifts with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc...). Police officers can perform normal security and gate guard duties. Weapons qualification is conducted twice per year on the outdoor firing range and weapons are cleaned monthly. Special staff include Armory (1 male), Special Reaction Team (SRT) (4 males), Criminal Investigation Department (CID) (3 males), dispatchers (2, 1 male) and the administrative assistant (1 Female). Note: Marines (not included in personnel count) on base can augment to assist department activities. They should review this IHA for any questions related to these tasks.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Various operations: Noise* 1. Weapon firing/qualifications (Police): Personnel perform weapons qualifications with the following weapons: 9mm Piston and 12 Gauge Shotgun. This includes 48 Police and 3 from CID. 2. Weapon firing/qualifications (SRT): Personnel perform weapons qualifications with the following weapons: 9mm Piston, 12 Gauge Shotgun, M-4 and 45. 3. Commercial gate security: Personnel perform security inspections of all commercial trucks that enter. This can include performing inspections out in the open or under a tarp. 4. Regular gate security: Personnel stand guard at the main gate, mainly checking ID cards. This can include minor noise from civilian vehicles and the occasional commercial vehicle when the commercial gate is closed.	1. 51 2. 4 3. 48 4. 48	1. 2x/year 2-4 hours 2. 1x/month 2-4 hours 3. Daily 2-6 hour rotations 4. Daily 2-6 hour rotations	1 & 2. PPE: Double hearing protection is required for noise levels at or above 96dBA. 3. PPE: Ear Plugs. ADM: Trucks turn off engines during inspection. 4. PPE: Earplugs as needed.	1 & 2. UNACCEPTABLE. All personnel who fire weapons, even for just qualification, are recommended for inclusion in the Hearing Conservation Program and its associated medical surveillance. Double protection (earplugs and muffs) is required during weapons firing on range. 3 & 4. ACCEPTABLE. Based on noise dosimetry conducted at the commercial gate. Also note that SRT personnel may fill in as needed at the gate. See Attachment (5) for sample results. <i>*Noise is a recognized developmental reproductive hazard.</i>
Weapon firing/qualifications (Police): Lead* dust When performing weapons qualifications, there could be minor exposure to lead dust. Qualifications are performed at an outdoor range. The outdoor range is cleaned/maintained by base environmental however personnel will collect brass at the end of day using a broom and dust pan.	51	2x/year 4-6 hours	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 personnel should not be overexposed to lead via inhalation. Personnel should use caution after working with weapons and bullets to wash hands before eating or drinking to avoid ingestion of lead. <i>* Lead is a recognized reproductive hazard and carcinogen.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 22 and 23 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 7520 SHOP: Base Police Department SHOP HAZARD PRIORITY RATING: 2		POC: Bob Henderson PHONE: 639-7957 TOTAL PERSONNEL: 59 (Civ: 59) MALE: 52 FEMALE: 7		
SHOP OPERATIONS: Employees perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties. Police officers (48) typically work 12.5 hour shifts with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc...). Police officers can perform normal security and gate guard duties. Weapons qualification is conducted twice per year on the outdoor firing range and weapons are cleaned monthly. Special staff include Armory (1 male), Special Reaction Team (SRT) (4 males), Criminal Investigation Department (CID) (3 males), dispatchers (2, 1 male) and the administrative assistant (1 Female). Note: Marines (not included in personnel count) on base can augment to assist department activities. They should review this IHA for any questions related to these tasks.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Weapon firing/qualifications (SRT): Lead* dust When performing weapons qualifications, there could be minor exposure to lead dust. Qualifications are performed at an indoor range of base.	4	1x/month 2-4 hours	PPE: Safety glasses. ADM: Wash hands.	ACCEPTABLE. Based on sampling of similar exposure groups at indoor/outdoor facilities at other installations personnel should not be overexposed to lead via inhalation. Personnel should use caution after working with weapons and bullets to wash hands before eating or drinking to avoid ingestion of lead. Personnel are required to have the Arms, Ammunition and Explosives (AA&E) Screening. <i>* Lead is a recognized reproductive hazard and carcinogen.</i>
Weapons cleaning: Lead* Personnel use various types of CLP (various oils and petroleum distillates) to clean weapons at least monthly and after weapon is used. This is usually drop applied and cleaned with a cloth or cotton swab. There is also the potential for contact with lead dust during this operation.	55	Monthly 15 minutes	PPE: Nitrile gloves. 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 personnel should not be overexposed to lead via inhalation. Personnel should use caution after working with weapons and bullets to wash hands before eating or drinking to avoid ingestion of lead. <i>* Lead is a recognized reproductive hazard and carcinogen.</i>
Patrolling and Emergency response (first aid): Bloodborne pathogens Personnel may be the first to arrive to an incident on base and have the potential to be exposed to bodily fluids and blood exposure from victims.	52	Daily As required	ADM: Universal Precautions and BBP training. PPE: Nitrile gloves (BBP).	ACCEPTABLE. Based upon training, universal precautions and PPE. Personnel should be placed in the medical certificate program for motor vehicle operators (712), Police/Guard security (714), Blood and/or Body Fluids (178) and Arms, Ammunition and Explosives (AA&E) Screening.

INDIVIDUAL HAZARD ASSESSMENT		DATE: 22 and 23 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 7520 SHOP: Base Police Department SHOP HAZARD PRIORITY RATING: 2		POC: Bob Henderson PHONE: 639-7957 TOTAL PERSONNEL: 59 (Civ: 59) MALE: 52 FEMALE: 7		
SHOP OPERATIONS: Employees perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties. Police officers (48) typically work 12.5 hour shifts with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc...). Police officers can perform normal security and gate guard duties. Weapons qualification is conducted twice per year on the outdoor firing range and weapons are cleaned monthly. Special staff include Armory (1 male), Special Reaction Team (SRT) (4 males), Criminal Investigation Department (CID) (3 males), dispatchers (2, 1 male) and the administrative assistant (1 Female). Note: Marines (not included in personnel count) on base can augment to assist department activities. They should review this IHA for any questions related to these tasks.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Commercial and regular gate security: Heat/cold stress*, UV light*carbon monoxide*, nitrogen dioxide and sulfur dioxide Personnel are conducting vehicle inspections at the various vehicle gates and therefore are standing out in the elements for long periods of time which can include exposure to heat/cold stress and UV radiation. Personnel also use Diesel torpedo heaters on cold days. Personnel are also exposed to vehicle hazards related to combustion of diesel trucks at the commercial gate.	48	Daily 6-8 hours	PPE: Sunscreen (>30 SPF), UV protective sunglasses, warm weather clothing for the winter. ADM: Frequent rotation to other duties, heat and cold stress training, and WBGT base data monitoring.	ACCEPTABLE. Personnel are trained on the hazards and symptoms of heat stress, rotated as necessary, and provided AC/heat access at gate facilities. Based on sampling results at other installations and large natural dilution of emissions, exposures are anticipated to be low. <i>*Heat stress is a recognized reproductive hazard.</i> <i>*UV radiation is a recognized carcinogen.</i>
Commercial and regular gate security: Work-related musculoskeletal disorders (WMSD) Staff performs motions such as bending, twisting, lifting* and reaching. Items are installed, e.g. crowd rails, for planned events and emergencies.	48	Daily 1-2 hours total	ENG: 2 man lift on large barriers.	WMSD RISK FACTORS: Employees/ Management did not indicate any problems during interviews. <i>*Heavy lifting is a recognized reproductive hazard.</i>
Amory-Weapons maintenance: Lead* There is one person who works in the ready for issue room. This includes maintaining logs and performing 2 nd echelon repairs (replacing small parts) and therefore can use Isopropyl alcohol and various types of CLP (various oils and petroleum distillates) applied with a cotton swab. When working with any weapon there is a possibility of residual exposure to lead dust left on the weapon and when handling ammunition.	1 (CTR)	Daily 1 hour total throughout day	PPE: Nitrile gloves. ADM: Wash hands.	ACCEPTABLE. Personnel should use caution after working with weapons and bullets to wash hands before eating or drinking to avoid ingestion of lead. <i>* Lead is a recognized reproductive hazard and carcinogen.</i> Note at the time of survey this person was technically a contractor however was in the process of becoming a Government employee therefore he was counted but not included in any medical surveillance counts at this time.

INDIVIDUAL HAZARD ASSESSMENT		DATE: 22 and 23 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 7520 SHOP: Base Police Department SHOP HAZARD PRIORITY RATING: 2		POC: Bob Henderson PHONE: 639-7957 TOTAL PERSONNEL: 59 (Civ: 59) MALE: 52 FEMALE: 7		
SHOP OPERATIONS: Employees perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties. Police officers (48) typically work 12.5 hour shifts with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc...). Police officers can perform normal security and gate guard duties. Weapons qualification is conducted twice per year on the outdoor firing range and weapons are cleaned monthly. Special staff include Armory (1 male), Special Reaction Team (SRT) (4 males), Criminal Investigation Department (CID) (3 males), dispatchers (2, 1 male) and the administrative assistant (1 Female). Note: Marines (not included in personnel count) on base can augment to assist department activities. They should review this IHA for any questions related to these tasks.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
CBRN event security: Bloodborne pathogens and CBRN chemicals Personnel have the potential to be exposed to various chemical hazards during an event while performing duties to control the entry to the hot zone area. Rare event on military installation.	54	Rare	ADM: Universal precautions, BBP training, avoid hot zone during CBRN type response (chemical hazard). PPE: Nitrile or Vinyl Gloves (BBP), respirator (chemical hazard).	ACCEPTABLE. Based upon training, universal precautions and PPE. Personnel should be placed in a medical surveillance program for respirator use (716). (Respirators are MSA full face with CBRN CAPI filter.)
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) 1. The administrative assistant and 2 dispatchers work in an office setting for long periods of time performing various administrative tasks to include the use of a computer. 2. All other personnel can spend time in an office setting performing various professional/administrative tasks to include the use of a computer.	1. 3 2. 56	1. Daily Up to 8 hours 2. Daily 2-6 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 and potential carcinogen.				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 22 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 5305 SHOP: Civilian Police Working Dog Section SHOP HAZARD PRIORITY RATING: 2		POC: LT Zupko PHONE: 229-639-8395 TOTAL PERSONNEL: 7 (Civ: 7) MALE: 7 FEMALE: 0		
SHOP OPERATIONS: The dog handler unit trains, manages and cares for dogs that are used to assist with searches for drugs and explosives and act as guard dogs. Personnel perform daily feeding, grooming, and hygiene of dogs, along with cleaning the dogs holding pens. Obedience training is performed at the on-site obstacle course. Employees may perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties, but on a very limited basis. A weapons qualification is conducted twice per year on the outdoor firing range. Weapons are cleaned monthly. Personnel on patrol assignments perform a typical 12.5 hour shift with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc.).				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Various operations: Noise* 1. K-9 training and Kennel sanitizing: Dog noises during kennel cleaning and dog training may exceed noise levels. 2. Gate security: Personnel will fill in and assist in gate security. Personnel may be exposed to various noises from commercial vehicles and other vehicles. 3. Weapon firing/ qualifications: Personnel perform weapons qualifications with the following weapons: 9mm Piston and 12 Gauge Shotgun.	7	1. Daily 2-6 hours 2. Daily-As needed Up to 1 hour 3. 2x/year 2-4 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 & 2 ACCEPTABLE. Based on sampling as a workshift averaged during dog handling. Noise hazardous conditions only occur when dogs are barking. See Attachment (5) for sample results. 3. UNACCEPTABLE. All personnel who fire weapons, even for just qualification, are recommended for inclusion in the Hearing Conservation Program and its associated medical surveillance. Medical surveillance for Noise (503) is required. <i>*Noise is a recognized developmental reproductive hazard.</i>
Kennel sanitizing: 5% bleach solution (Sodium hypochlorite) Bleach is used to help sanitize the kennel area by the dog handlers. Product is applied with a broom and squeegee. A hose is used to prewash and conduct final rinse.	7	Weekly 1-2 hours	PPE: Long sleeve gloves (neoprene recommended), rubber apron, chemical splash goggles and safety shield.	ACCEPTABLE. Based on solution strength, method of application and outdoor natural dilution.
Patrolling and Emergency response (first aid): Bloodborne pathogens Personnel may be the first to arrive to an incident on base and have the potential to be exposed to bodily fluids and blood exposure from victims.	7	Daily As required	ADM: Universal Precautions and BBP training. PPE: Nitrile gloves (BBP).	ACCEPTABLE. Based upon training, universal precautions and PPE. Personnel should be placed in the medical certificate program for motor vehicle operators (712), Police/Guard security (714), Blood and/or Body Fluids (178) and Explosives vehicle operator (720)

INDIVIDUAL HAZARD ASSESSMENT		DATE: 22 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 5305 SHOP: Civilian Police Working Dog Section SHOP HAZARD PRIORITY RATING: 2		POC: LT Zupko PHONE: 229-639-8395 TOTAL PERSONNEL: 7 (Civ: 7) MALE: 7 FEMALE: 0		
SHOP OPERATIONS: The dog handler unit trains, manages and cares for dogs that are used to assist with searches for drugs and explosives and act as guard dogs. Personnel perform daily feeding, grooming, and hygiene of dogs, along with cleaning the dogs holding pens. Obedience training is performed at the on-site obstacle course. Employees may perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties, but on a very limited basis. A weapons qualification is conducted twice per year on the outdoor firing range. Weapons are cleaned monthly. Personnel on patrol assignments perform a typical 12.5 hour shift with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc.).				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Weapon firing/qualifications: Lead* dust When performing weapons qualifications, there could be minor exposure to lead dust. Qualifications are performed at an outdoor range. The outdoor range is cleaned/maintained by base environmental however personnel will collect brass at the end of day using a broom and dust pan.	7	2x/year 4-6 hours	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 personnel should not be overexposed to lead via inhalation. Personnel should use caution after working with weapons and bullets to wash hands before eating or drinking to avoid ingestion of lead. <i>* Lead is a recognized reproductive hazard and carcinogen.</i>
Weapons cleaning: Lead* Personnel use various types of CLP (various oils and petroleum distillates) to clean weapons at least monthly and after weapon is used. This is usually drop applied and cleaned with a cloth or cotton swab. There is also the potential for contact with lead dust during this operation.	7	Monthly 15 minutes	PPE: Nitrile gloves. 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 personnel should not be overexposed to lead via inhalation. Personnel should use caution after working with weapons and bullets to wash hands before eating or drinking to avoid ingestion of lead. <i>* Lead is a recognized reproductive hazard and carcinogen.</i>
K-9 Training: Potassium chlorate, sodium chlorate and ammonium nitrate* Employees package chlorate and nitrate 4ml packages to serve as bomb simulates for dog training.	7	Rare (as needed)	PPE: Safety glasses or goggles, nitrile or rubber gloves. ADM: Transfer product outdoors to use natural ventilation.	ACCEPTABLE. Based upon method of transfer, frequency, amounts, and PPE. <i>* Ammonium nitrate is a known carcinogen.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 22 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 5305 SHOP: Civilian Police Working Dog Section SHOP HAZARD PRIORITY RATING: 2		POC: LT Zupko PHONE: 229-639-8395 TOTAL PERSONNEL: 7 (Civ: 7) MALE: 7 FEMALE: 0		
SHOP OPERATIONS: The dog handler unit trains, manages and cares for dogs that are used to assist with searches for drugs and explosives and act as guard dogs. Personnel perform daily feeding, grooming, and hygiene of dogs, along with cleaning the dogs holding pens. Obedience training is performed at the on-site obstacle course. Employees may perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties, but on a very limited basis. A weapons qualification is conducted twice per year on the outdoor firing range. Weapons are cleaned monthly. Personnel on patrol assignments perform a typical 12.5 hour shift with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc.).				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
K-9 Training: Work-related musculoskeletal disorders (WMSD) Staff performs motions such as bending, twisting, lifting* and reaching, with additional stressors associated with dog handling and training.	7	1x/month 2-4 hours	ADM: Ergonomic General Awareness Training.	WMSD RISK FACTORS: Employees/ Management indicated that back and shoulder issues related to dog handling and training was occurring. This issue is consistent with other findings at other dog handling sections on other facilities. Personnel are encouraged to discuss any joint or muscle issues with the local occupational health section. <i>*Heavy lifting is a recognized reproductive hazard.</i>
CBRN event security: Bloodborne pathogens and CBRN chemicals Personnel have the potential to be exposed to various chemical hazards during an event while performing duties to control the entry to the hot zone area. Rare event on military installation.	7	Rare	ADM: Universal precautions, BBP training, avoid hot zone during CBRN type response (chemical hazard). PPE: Nitrile or Vinyl Gloves (BBP), respirator (chemical hazard).	ACCEPTABLE. Based upon training, universal precautions and PPE. Personnel should be placed in a medical surveillance program for respirator use (716). (Respirators are MSA full face with CBRN CAP1 filter.)
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel work at in an office setting for long periods of time performing various administrative tasks to include the use of a computer.	7	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:	22 January 2018
RECORDED BY:	Whitney Bishop		POC:	LT Zupko
COMMAND:	Marine Corps Logistics Base Albany		PHONE:	229-639-8395
BLDG:	5305		TOTAL PERSONNEL:	7 (Civ: 7)
SHOP:	Civilian Police Working Dog Section		MALE:	7
SHOP HAZARD PRIORITY RATING:	2		FEMALE:	0
<p>SHOP OPERATIONS: The dog handler unit trains, manages and cares for dogs that are used to assist with searches for drugs and explosives and act as guard dogs. Personnel perform daily feeding, grooming, and hygiene of dogs, along with cleaning the dogs holding pens. Obedience training is performed at the on-site obstacle course. Employees may perform duties as car patrolmen, gate guard, traffic control & enforcement, and other normal police duties, but on a very limited basis. A weapons qualification is conducted twice per year on the outdoor firing range. Weapons are cleaned monthly. Personnel on patrol assignments perform a typical 12.5 hour shift with a 3-2-2-3 schedule (3 on, 2 off, 2 on, 3 off, etc.).</p>				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. 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: 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 and potential carcinogen.</p>				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 30 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base BLDG: 1210 & 1005 SHOP: Fire Department SHOP HAZARD PRIORITY RATING: 2		POC: Greg Littleton PHONE: 639-5610/5611 TOTAL PERSONNEL: 33 (Civ: 33) MALE: 32 FEMALE: 1		
SHOP OPERATIONS: Staff provides on-site fire and emergency services operations, emergency medical responses, structural and confined space rescue firefighting, motor vehicle accidents, and hazardous materials mishap/spill responses for Marine Corps Logistics Base and tenant commands. Additionally, department conducts pre-operations checks on emergency vehicles and equipment, inspects and tests fire protection suppression systems and fire alarms on a scheduled bases. These employees spend a majority of their time doing equipment maintenance and training. Physical training is performed in the presence of emergency medical personnel.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Shop operations: Noise* 1. First response (first aid) and Firefighting: Personnel operate various power equipment and tools (jaws of life, chain saws, hydraulic pumps) along with noise from sirens during emergency response. 2. Truck engine run-ups: Personnel start up all trucks on a daily basis to check engines. 3. Equipment run-ups: Personnel operate various power equipment and tools (jaws of life, chain saws, hydraulic pumps) along with noise from sirens during the weekly testing of all equipment. 4. SCBA Maintenance: Personnel will use a breathing air compressor to fill tanks. This can produce noise hazards.	33	1. As needed for response 2. Daily 5-10 minutes 3. 1x/Week 5-10 minutes 4. 1-2x/month 5-10 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 96dBA.	UNACCEPTABLE. Due to high noise level of power equipment and vehicles, all firefighters are enrolled in the HCP. See Attachment (5) for sound level sample results. Medical surveillance for Noise (503) is required. <i>*Noise is a recognized developmental reproductive hazard.</i>
Fuel handling: Unleaded gasoline* and diesel fuel Personnel check and fill up grounds maintenance and rescue equipment using various different gas containers and a funnel. No contact and personnel perform this outdoors.	33	Daily 30-60 minutes	PPE: Chemical splash goggles and chemical resistant gloves as needed.	ACCEPTABLE. No significant exposure expected based on the nature of exposure as described and adequate natural dilution. <i>*Gasoline is a recognized developmental reproductive hazard and carcinogen.</i>
First response (first aid): Blood borne pathogens Potential for bodily fluids and blood exposure as first responders during emergency response.	33	2-3x/week 1-2 hours	ADM: Universal precautions and BBP training. PPE: Nitrile gloves.	ACCEPTABLE. Based upon training, Universal Precautions, and PPE. All employees are recommended to the Blood and Bodily Fluids (178) medical surveillance program.
First response (first aid) and firefighting: Heat stress* Personnel respond to emergencies and perform training in full fire fighter gear. Real world and training is often in direct sunlight, high humidity, and high temperatures.	33	During training and emergency response	ADM: Water breaks and training on heat stress.	ACCEPTABLE. Workers provided access to liquids, breaks, and monitored for heat stress during both training and real world. <i>*Heat stress is a recognized developmental reproductive hazard.</i>

INDIVIDUAL HAZARD ASSESSMENT		DATE: 30 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base BLDG: 1210 & 1005 SHOP: Fire Department SHOP HAZARD PRIORITY RATING: 2		POC: Greg Littleton PHONE: 639-5610/5611 TOTAL PERSONNEL: 33 (Civ: 33) MALE: 32 FEMALE: 1		
SHOP OPERATIONS: Staff provides on-site fire and emergency services operations, emergency medical responses, structural and confined space rescue firefighting, motor vehicle accidents, and hazardous materials mishap/spill responses for Marine Corps Logistics Base and tenant commands. Additionally, department conducts pre-operations checks on emergency vehicles and equipment, inspects and tests fire protection suppression systems and fire alarms on a scheduled bases. These employees spend a majority of their time doing equipment maintenance and training. Physical training is performed in the presence of emergency medical personnel.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Station cleaning: Sodium chloride Personnel conduct general station using various household cleaners to include dish soap, bleach cleaners, Windex, power green and Pinosol on the floors. Personnel clean the trucks with vital oxide and diamond plate cleaner.	33	Daily 30-60 minutes	PPE: Chemical resistant gloves and safety glasses as needed.	ACCEPTABLE. No significant exposure expected based on use.
Truck engine run-ups: Diesel exhaust (carbon monoxide*, nitrogen dioxide, sulfur dioxide) Engines are run in the garage to maintain operational readiness and conduct inspections. At the time of the survey the ventilation system is not operational and waiting for funding for a work order. In the meantime it is standard practice for personnel to pull the vehicles immediately out of the bay and perform vehicle checks outdoors.	33	Daily 30-60 minutes	LV: Vehicle ventilation system.	ACCEPTABLE. No significant exposure expected based on ventilation system, minimum time engines run indoors, and frequent garage door opening to allow natural dilution and air changes. Ventilation systems were not tested this period (see Attachment (4)). There is a work order to have the system modified so that all connections fit the trucks and new hoses will be added for new vehicles. <i>* Carbon monoxide is a recognized developmental reproductive hazard.</i>
Firefighting: Smoke and thermos decomposition products (various hazardous materials) and CBRN chemicals Exposure during emergency response may occur during firefighting operations. Potential to various chemical hazards during an event. Personnel are trained and equipped to respond to Chemical, Biological, Radiation, and Nuclear (CBRN) events. CBRN type event on military installation is rare.	33	During Emergency Response Only	PPE: SCBA and Level A or B protective suits.	ACCEPTABLE. Based upon emergency response training and controls used to minimize exposure. Respirator is full-face Scott AV300HV Personnel should be placed in the medical certificate program Respirator Use (716), Firefighter (707), Hazardous Waste/Emergency Responder (711) and MV Operators (712).

INDIVIDUAL HAZARD ASSESSMENT		DATE: 30 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base BLDG: 1210 & 1005 SHOP: Fire Department SHOP HAZARD PRIORITY RATING: 2		POC: Greg Littleton PHONE: 639-5610/5611 TOTAL PERSONNEL: 33 (Civ: 33) MALE: 32 FEMALE: 1		
SHOP OPERATIONS: Staff provides on-site fire and emergency services operations, emergency medical responses, structural and confined space rescue firefighting, motor vehicle accidents, and hazardous materials mishap/spill responses for Marine Corps Logistics Base and tenant commands. Additionally, department conducts pre-operations checks on emergency vehicles and equipment, inspects and tests fire protection suppression systems and fire alarms on a scheduled bases. These employees spend a majority of their time doing equipment maintenance and training. Physical training is performed in the presence of emergency medical personnel.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Equipment calibration: Carbon dioxide, methane, and hydrogen sulfide Chemicals are used for calibrating Multirae meter for confined space monitoring. Operations consist of hook up and disconnect of gases to monitoring equipment.	2	Monthly 5-10 minutes	None.	ACCEPTABLE. Personnel perform operations that generate little to no gases being released.
Firefighting and first response: Work-related musculoskeletal disorders (WMSD)* Heavy Lifting (up to 150 lbs) occurs along with awkward positions when lifting emergency response equipment, med bags, saws, dummy, SCBA gear, medical patients, and burner.	33	During Emergency Response and Training Only	ADM: Ergonomic general awareness training and 2 person lift teams.	WMSD RISK FACTORS: No problems reported. There is the potential for ergonomic injuries to occur. Changes to work practices have reduced ergonomic hazards such as reduced lifting, heavy objects put on carts and two person lifting techniques. The NIOSH Lifting equation recommends a maximum of 35 lbs lifted by one person. <i>*Heavy Lifting is a recognized reproductive hazard.</i>
Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures) Personnel work in an office setting for long periods of time performing various administrative tasks to include the use of a computer.	33	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 and potential carcinogen.				

INDIVIDUAL HAZARD ASSESSMENT			DATE:	10 February 2016
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 3010 SHOP: Pass and ID Office SHOP HAZARD PRIORITY RATING: 3 (Low)			POC: Anthony Simmons PHONE: 639-7321 TOTAL PERSONNEL: 5 (Civ: 5) MALE: 2 FEMALE: 3	
SHOP OPERATIONS: Maintains and operates the DEERS/Rapid to verify eligibility for issuance of identification cards to active duty, family members, and retirees. Provides vehicle registration services, issues vehicle decals/passes, and common access cards (CAC). These functions are non-industrial in nature and consist mainly of administrative office type functions, such as operating computers, copy machines, facsimile machines, and other standard office equipment.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NO. OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Administrative duties: Noise* Personnel perform primarily administrative tasks in an office setting with no noise hazards.	5	Daily 8 hours	None.	ACCEPTABLE. Personnel are not expected to be exposed to hazardous noise levels 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 work at in an office setting for long periods of time performing various administrative tasks to include the use of a computer.	5	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 and potential carcinogen.				

INDIVIDUAL HAZARD ASSESSMENT		DATE: 23 January 2018		
RECORDED BY: Whitney Bishop COMMAND: Marine Corps Logistics Base Albany BLDG: 3500 SHOP: Risk Management Office SHOP HAZARD PRIORITY RATING: 2		POC: Merrill Dickinson PHONE: 639-7049 TOTAL PERSONNEL: 9 (Civ: 9) MALE: 6 FEMALE: 3		
SHOP OPERATIONS: Conducts formal occupational safety and health (OSH) inspections of all workplaces annually or semiannually for high hazard workplaces. Provides inspection out-briefs providing senior leadership an overview their OSH Program. Provides core safety services to all garrison divisions IAW MCO 5100.29B. Conducts new supervisor specialized training (lockout/tagout, confined space entry, respiratory protection, ergonomics, radiation, explosives, PPE, etc...). Reviews specifications and designs related to new construction, renovations, and repair and replacement of the installation's infrastructure. Investigates all mishaps and near misses. Accompany inspectors from outside agencies. Administers the off-duty/recreational safety program. Teach and provide technical advice and consultation on OSHA's Voluntary Protection Program.				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
Safety Inspections: Noise* Inspectors routinely conduct safety inspections in industrial areas. Visits may involve transitioning hazardous noise areas. Per employees, generally, most inspections and investigations are performed during nonhazardous noise operations. Incidental exposure to noise from surrounding shop work does occur.	8	2x/week 2-4 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 96 dBA.	ACCEPTABLE. Personnel exposure to noise in excess of the standard is not expected based on the duration and frequency of the inspections. <i>*Noise is a recognized developmental reproductive hazard.</i>
Safety inspections: Various Chemicals (Potential exposure based on individual shops and operations visited.) Inspectors routinely conduct safety inspections in industrial areas. Inspections are generally performed in administrative areas or outside of known hazard zones, i.e. when hazardous operations are not being performed.	8	2x/week 2-4 hours	PPE: Safety glasses. (Generally wear same PPE being utilized by shops if operations on-going).	ACCEPTABLE. Personnel exposure to potential hazardous materials in excess of the standard is not expected since safety specialists do not conduct evaluations inside hazardous zone of operations.
Safety training: Acetone and ethyl acetate Personnel spray paint (various Aervoc spray paint colors: Acetone, n-Butyl acetate, Ethyl acetate and 2-Butoxyethyl Acetate) is applied to the motorcycle range as needed.	1	Rare (It has been over 4 years since the last application on the range.)	PPE: Safety goggles and gloves as needed. ADM: Wheeled spray can applicator (distance).	ACCEPTABLE. Personnel exposure to potential hazardous materials in excess of the standard is not expected due to method of application.
Equipment calibration: Carbon dioxide, methane and hydrogen sulfide Chemicals are used for calibrating Multirae meter for confined space monitoring. Operations consist of hook up and disconnect of gases to monitoring equipment.	1	Monthly 5-10 minutes	None.	ACCEPTABLE. Personnel perform operations that generate little to no gases being released.

INDIVIDUAL HAZARD ASSESSMENT			DATE:	23 January 2018
RECORDED BY: Whitney Bishop	COMMAND: Marine Corps Logistics Base Albany	BLDG: 3500	SHOP: Risk Management Office	SHOP HAZARD PRIORITY RATING: 2
POC: Merrill Dickinson	PHONE: 639-7049	TOTAL PERSONNEL: 9 (Civ: 9)	MALE: 6	FEMALE: 3
<p>SHOP OPERATIONS: Conducts formal occupational safety and health (OSH) inspections of all workplaces annually or semiannually for high hazard workplaces. Provides inspection out-briefs providing senior leadership an overview their OSH Program. Provides core safety services to all garrison divisions IAW MCO 5100.29B. Conducts new supervisor specialized training (lockout/tagout, confined space entry, respiratory protection, ergonomics, radiation, explosives, PPE, etc...). Reviews specifications and designs related to new construction, renovations, and repair and replacement of the installation's infrastructure. Investigates all mishaps and near misses. Accompany inspectors from outside agencies. Administers the off-duty/recreational safety program. Teach and provide technical advice and consultation on OSHA's Voluntary Protection Program.</p>				
OPERATIONS AND POTENTIAL HEALTH HAZARDS	NUMBER OF WKRS	FREQUENCY /DURATION OF EXPOSURE	CONTROLS (1)	EXPOSURE ASSESSMENT (2)
<p>Administrative duties: Work-related musculoskeletal disorders (WMSD) (static postures)</p> <p>Personnel perform various professional/administrative tasks at a desk for long periods of time. This can include the use of a computer.</p>	9	Daily Up to 8 hours	ADM: Stretch breaks to avoid long periods in the same posture.	<p>WMSD RISK FACTORS. No ergonomic-related injuries/problems directly related to work were reported during the survey walkthrough.</p> <p>Personnel should ensure that workstation is set up correctly (example included in attachment (8)) to help prevent WMSD issues from occurring.</p> <p>Any ergonomic-related injury should be reported to the command safety officer.</p>
<p>1. USE THE FOLLOWING CONTROL CODES:</p> <p>ADM – Administrative Controls PPE – Personal Protective Equipment ISO – Isolation DV – Dilution Ventilation ENG – Engineering Controls LV – Local Ventilation</p>				
<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). 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 and potential carcinogen.</p>				

**SUMMARY OF MEDICAL SURVEILLANCE RECOMMENDATIONS
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006
JANUARY 2018**

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.

WORK CENTER	WORK PROCESSES	MEDICAL SURVEILLANCE	ESTIMATED # OF PERSONS
Exposure Based Medical Surveillance Recommendations			
Base Police Department	Weapon firing/ qualifications	Noise (503)	55
Civilian Police Working Dog Section	K-9 training and Kennel sanitizing, Weapon firing/ qualifications	Noise (503)	7
Fire Department	First response (first aid) and firefighting	Noise (503)	33
	Firefighting	Respirator Users Certification Exam (716)	
Occupation Based Medical Exam Recommendations			
Base Police Department	CBRN event security	Respirator Users Certification Exam (716)	54
	Patrolling	Blood Borne Pathogen Program (178)	52
		Police/Security Guard (714)	
		MV Operators (Other than DOT) (712)	
Arms, Ammunition and Explosives (AA&E)			
Civilian Police Working Dog Section	Patrolling	Blood Borne Pathogen Program (178)	7
		Police/Security Guard (714)	
		Explosives vehicle operator (720)	
		MV Operators (Other Patrolling than DOT) (712)	
	Arms, Ammunition and Explosives (AA&E)		
	CBRN event security	Respirator Users Certification Exam (716)	

WORK CENTER	WORK PROCESSES	MEDICAL SURVEILLANCE	ESTIMATED # OF PERSONS
Occupation Based Medical Exam Recommendations (cont.)			
Fire Department	First response (first aid) and firefighting	Blood Borne Pathogen Program (178)	33
		Firefighter (707)	
		MV Operators (Other than DOT) (712)	
		Hazardous WASTE/ Emergency Responder (711)	

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
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006
JANUARY 2018**

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/ LOCATON	SYSTEM TESTED	MEASUREMENTS June 2017 (CFM)	STANDARDS	STANDARDS MET
Fire Department Station #1	Bay #1 Vehicle LEV	571 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. The largest engine is Ladder 1 at 15 L, engine tailpipe used was 1,000 and 1,400 °F and engine revolutions per minute were 747 rpm @ idle. Range based on calculation is 1307- 1666 CFM	NO
	Bay #2 Vehicle LEV	403 CFM		
	Bay #3 Vehicle LEV	457 CFM		
Fire Department Station #2	Bay #1 Vehicle LEV	379 CFM		
	Bay #2 Vehicle LEV	452 CFM		

3. The above mentioned systems that did not meet recommended flow rates have a work order in place to receive maintenance. Until this occurs, staff immediately remove the vehicles from the garage bay to run checks outdoors.

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
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006
JANUARY 2018**

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 Public Safety Division departments 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
Base Police Department	Commercial Gate	Orange Barrier Entrance	83	N/A	None
		Orange Barrier Exit	86	1 ft	Single
		Orange Cones	84	N/A	None
		Dyno Glo Elux Heater	86-91	1-3.5 ft	Single
		Air Brakes	97-101	4-5 ft	Double
Police K9 Section	Kennel	Dog Feeding	90-97	2-3.5 ft	Double
		Training Field/Kennel Entrance	93	2 ft	Single
		Office when dogs barking	70	N/A	None

3. The personal sample results listed below indicated exposures no not exceed the Navy occupational exposure limit (OEL).

**BASE POLICE DEPARTMENT
PERSONNEL NOISE SAMPLING RESULTS**

DATE SAMPLE #	ACTIVITY	EXPOSURE LIMIT	MEASURED TWA EXPOSURE	RESULT
25 January 2018 ND18030	Commercial gate security-Under tent 0700-0900	85	83	Below DoD OEL
24 January 2018 ND18029	Commercial gate security-Under tent all day	85	83	Below DoD OEL
11 May 2016 ND16109	Commercial gate security	85	76	Below DoD OEL
11 May 2016 ND16108	Commercial gate security	85	72	Below DoD OEL
22 September 2015 ND15074	Commercial gate security	85	83	Below DoD OEL

**POLICE K-9 SECTION
PERSONNEL NOISE SAMPLING RESULTS**

DATE SAMPLE #	ACTIVITY	EXPOSURE LIMIT	MEASURED TWA EXPOSURE	RESULT
26 January 2018 ND18031	K-9 Training	85	83	Below DoD OEL
16 January 2018 ND18028	K-9 Training	85	84	Below DoD OEL

**POLICE K-9 SECTION
PERSONNEL NOISE SAMPLING RESULTS**

DATE SAMPLE #	ACTIVITY	EXPOSURE LIMIT	MEASURED TWA EXPOSURE	RESULT
22 September 2015 ND15076	Equipment run-ups	85	100	Above DoD 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 currently in use are capable of attenuating worker noise exposure below the OEL unless otherwise stated. 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
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006
JANUARY 2018**

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
Base Police Department Police K-9 Section	CBRN event security	Full face respirator with CBRN CAP1 filter
Fire Department	Firefighting	Full Face SCBA

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 2017 respiratory protection program review for Marine Corps Logistics Base Albany was provided to the command under separate cover via ltr 6260 Ser 16IHZZ 0028 of 09 January 2018. That review provided specific program findings and recommendations. Stacey Williams at MCLB Albany Safety Department is the overall respiratory protection program manager (RPPM).

4. The following is the results of the Public Safety Division Respiratory Protection Program abbreviated audit.

LOCAL RESPIRATORY PROTECTION PROGRAM EVALUATION				
PROGRAM ADMINISTRATION		YES	NO	N/A
1	Are there written SOPs governing all aspects of the respirator program, including worksite SOPs posted in the general area? Section 1513.a.(2) of OPNAVINST 5100.23 Series	X		
TRAINING		YES	NO	N/A
2	Are supervisors, respirator issuers, and emergency rescue teams trained on the use of respiratory protection? Section 1511 of OPNAVINST 5100.23 Series	X		

LOCAL RESPIRATORY PROTECTION PROGRAM EVALUATION				
MEDICAL EVALUATION		YES	NO	N/A
3	Are personnel who must wear respirators medically evaluated according to the Medical Surveillance Procedures Manual/ Medical Matrix? Section 1508 of OPNAVINST 5100.23 Series	X		
RESPIRATOR STORAGE		YES	NO	N/A
4	Are respirators stored to protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture, and damaging chemicals, and are they stored in a manner to prevent deformation of the face piece and exhalation valve? Section 1510 of OPNAVINST 5100.23 Series and Paragraph (h)(2)(i) of 29 CFR 1910.134	X		
RESPIRATOR INSPECTION		YES	NO	N/A
5	Are respirators inspected before each routine use and during cleaning? Section 1510 of OPNAVINST 5100.23 Series and Paragraph (h)(3)(i)(A) of 29 CFR 1910.134	X		
Comments: There are several personnel that work at the Police department that have shaving waivers. It is recommended loose fitting PAPRs be issued or personnel should be removed from the program.				

**UPDATED EXPOSURE MONITORING PLAN
PUBLIC SAFETY DIVISION
MARINE CORP LOGISTICS BASE ALBANY
REPORT NUMBER: AL18006
JANUARY 2018**

COMMAND: MCLBA-PSD UIC: N27008	P.O.C: Will Womble to verify local POC PHONE: 639-7050	SURVEY DATE: 2018 SAMPLES DUE BY: JAN 2019 and JAN2020 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
Base Police Department Commercial gate security-Noise Rationale: B Priority: 2	1	PD	HZ	2	36
Action: Perform noise dosimetry on 2 separate days at the commercial gate. Note weather personnel were working under the tent or not. 2 samples due January 2019 and 2 samples due January 2020.					
IH Tech Comments:					
Base Police Department Regular gate security-Noise Rationale: B Priority: 2	2	PD	HZ	1	18
Action: Perform noise dosimetry at any of the regular gates. This can be done on one day or two as long as personnel are not working right next to each other. There are 2 gates open at any time. 2 samples due January 2019 and 2 samples due January 2020.					
IH Tech Comments:					
Civilian Police Working Dog Section Kennel sanitizing-Noise Rationale: B Priority: 2	1	PD	HZ	2	36
Action: Perform noise dosimetry on two separate occasions when personnel are going to be cleaning the kennels. This is usually on a Wednesday. 2 samples due January 2019 and 2 samples due January 2020.					
IH Tech Comments:					
Civilian Police Working Dog Section K-9 Training-Noise Rationale: B Priority: 2	1	PD	HZ	2	36
Action: Perform noise dosimetry on two separate occasions when personnel are training the dogs. 2 samples due January 2019 and 2 samples due January 2020.					
IH Tech Comments:					
Civilian Police Working Dog Section Shop noises-SLM as needed Rationale: D Priority: 3	5-10	DR	HZ	4	2.5
Action: Perform SLM as needed to update records. Samples due January 2020					
IH Tech Comments:					

COMMAND: MCLBA-PSD UIC: N27008	P.O.C: Will Womble to verify local POC PHONE: 639-7050	SURVEY DATE: 2018 SAMPLES DUE BY: JAN 2019 and JAN2020 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
Fire Department Equipment run-ups-SLM as needed	5-10	DR	HZ	4	2.5
Rationale: D		Priority: 3			
Action: Perform SLM as needed to update records. Samples due January 2020					
IH Tech Comments:					
Fire Department Truck engine run-ups	5	DR	O	4	2.5
Rationale: B		Priority: 4			
Action: Perform ventilation surveys at station 1 and 2 per the last survey directions. Only perform if the work order has been completed.					
IH Tech Comments:					
Monitoring Plan Completion Reviewed By:				TOTAL HOURS:	133.5
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		
W Wipe		6 Other (specify)	VENTILATION: Hoods/Tanks/Exhausts: Each 0.5		
B Bulk Sample			Each 1		
			VENTILATION: Air Changes: Each space 2.5		
			VENTILATION: Each Walk-In Booth 2.5		
			BREATHING AIR: Per System		

Sample Rationale:

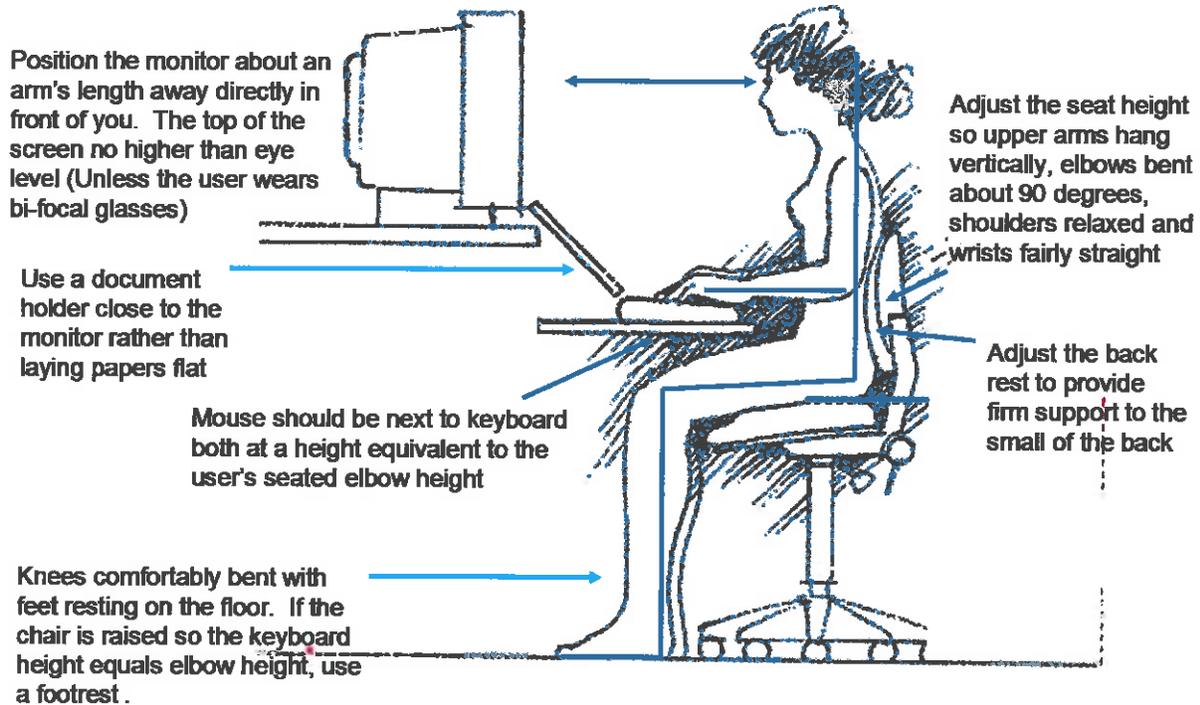
- A:** Fulfill regulatory sampling requirements.
- B:** Collect sufficient data to allow statistically valid exposure assessments.
- C:** Track workplace exposures to determine trends.
- D:** Validate professional judgments of unchanged exposure assessments.

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!!!