

CHAPTER 14

STANDARDIZED AFLOAT BASELINE INDUSTRIAL HYGIENE SURVEY REPORT FORMAT

1. **GENERAL.** One of BUMED's goals for Fiscal Year 1994's Occupational Safety and Health Program Improvement Plan (OSHPIP) was to improve the occupational health of operating forces through standardization of afloat baseline Industrial Hygiene (IH) surveys. To accomplish this, BUMED chartered the Afloat IH Survey Process Action Team (PAT), which developed and tested a standardized baseline IH survey format for shipboard use.

a. BUMED's strategy to improve the baseline industrial hygiene survey process is to establish a comprehensive baseline on one ship in each class. This survey is to be used as an industrial hygiene profile for all ships of the same class. This will allow industrial hygiene support to ships to be in-depth evaluations of issues of specific interest to the requesting ship.

b. Baselines in the standardized format are required to be forwarded by the cognizant BUMED activity to the Navy Environmental Health Center (NAVENVIRHLTHCEN) for archiving. NAVENVIRHLTHCEN will add any new information (e.g., new operations, new stressors, new exposure monitoring results) developed in these surveys to the template for that class of ships. This will provide the field the most current and complete baseline on a class to use as a template. Surveys will be appropriately sanitized to meet Privacy Act requirements and eliminate specific hull references.

c. Reports of technical assist visits completed subsequent to a standardized baseline shall also be forwarded to NAVENVIRHLTHCEN so new information from them may be incorporated into the baseline template.

2. **APPLICABILITY.** Per reference 14-1, BUMED requires that all medical activities providing industrial hygiene services to the fleet use the standardized format. The format is for baseline surveys ONLY.

3. **AVAILABILITY.** Standardized baseline IH survey profiles/templates for a specific class of ship can be obtained, on disk or by e-mail, by calling NAVENVIRHLTHCEN. Templates will eventually be available for downloading from the NAVENVIRHLTHCEN website at <http://www-nehc.med.navy.mil/ih/rptstat.htm>

4. BASELINE INDUSTRIAL HYGIENE SURVEY TEMPLATE. The standardized industrial hygiene survey template consists of the following elements:

a. Coverletter.

b. Executive Summary - Enclosure (1). The executive summary should be short and concise highlighting the "big ticket" items that require command attention.

c. NAVOSH Occupational Health Area Evaluation Summary - Enclosure (2). Summary evaluation of each occupational health area covered by the baseline survey.

d. Workplace Assessments - Enclosure (3). Detailed evaluation of industrial hygiene concerns throughout the ship. This enclosure is broken down into a section for each Division on the ship. Each section consists of the following:

(1) General information concerning the number of male and female personnel assigned, spaces assigned to the division, major equipment assigned to the division;

(2) A table listing the operations performed, stressors involved, number of persons exposed, frequency and duration of the operation, types of controls in use, and whether the controls are considered adequate;

(3) Concise discussion of the findings and recommendations germane to each operation in the table;

(4) Personal protective equipment recommendations;

(5) Medical surveillance recommendations; and

(6) Results of any exposure monitoring conducted.

e. Ventilation Measurements - Enclosure (4). At the front of this section there should be a summary of the industrial ventilation findings, preferably in a table, that for each system evaluated lists the location of the system, the hazard it controls, whether the system meets Navy requirements, and a brief description of what action is required. Measurements of each industrial ventilation system installed (i.e., for contaminant control, including laundry, scullery, and galley exhaust systems), a statement of the design criteria for that system, an assessment of whether the system meets the criteria, and recommendations for corrective action, if needed.

f. Medical Surveillance Summary - Enclosure (5). A summary table listing recommended medical surveillance shipwide. This should show the Division/Workcenter where the personnel to be monitored work, the operation where the exposure occurs, the name and number of the medical surveillance program, and the number of personnel to be monitored.

g. Respiratory Protection Summary - Enclosure (6). A summary table listing the Division/Workcenter where personnel who need to use respirators work, the work tasks that produce exposures requiring the use of respirators, and the minimum type of respirator required for adequate protection.

h. List of Eye Hazardous Processes and Areas - Enclosure (7). A summary table showing the Division/Workcenter where the hazard is, the work task creating the hazard, the type of hazard, and the recommended eye protection.

i. List of Noise Hazardous Processes and Areas - Enclosure (8). A summary table listing the location and work tasks of shipboard noise hazards, the range of sound level pressures measured, the type of hearing protection required, and whether the area is labeled as a noise hazardous area.

j. Exposure Monitoring Results - Enclosure (9). Summary tables providing the results of air monitoring and noise dosimetry. If other types of exposure monitoring are performed they should be summarized too.

k. Exposure Monitoring Plan - Enclosure (10). A table summarizing all exposure monitoring recommended to include the location, work task, stressor, monitor location and measurement method, number of samples and frequency of sampling, and the estimated time to accomplish the sampling.

l. Glossary of Terms - Enclosure (11). Definitions of technical terms used in the report.

5. REFERENCES.

14-1 BUMED ltr 5100 Ser 242/5U240083 of 31 Jul 98