

Army Regulation 385-10

Safety

The Army Safety Program

**Headquarters
Department of the Army
Washington, DC
23 May 1988**

UNCLASSIFIED

SUMMARY of CHANGE

AR 385-10

The Army Safety Program

This revision consolidates AR 385-10 and AR 385-32. It--

- o Provides expanded details on the responsibilities of commanders (chaps 1 and 2).
- o Provides guidance on internal safety office organization and structure (chap 2).
- o Details requirements for appointment of additional duty safety personnel (chap 2).
- o Adds guidance on procedures for managing protective clothing and equipment (chap 6).

Effective 23 June 1988

Safety

The Army Safety Program

By Order of the Secretary of the Army:

CARL E. VUONO

General, United States Army
Chief of Staff

Official:



MILTON H. HAMILTON
Administrative Assistant to the
Secretary of the Army

History. This UPDATE printing publishes a revision that is effective 23 June 1988. Because the structure of the entire revised text has been reorganized, no attempt has been made to highlight changes from the earlier regulation dated 1 February 1979.

Summary. This regulation provides new policy on Army safety management procedures with special emphasis on responsibilities and organizational concepts. It implements requirements of the Occupational

Safety and Health Act of 1970 (OSHA Act) as implemented in Executive Order 12196; part 1960, title 29, Code of Federal Regulations (CFRs); Department of Defense (DOD) Directive 1000.3; and DOD Instruction 6055.1.

Applicability. This regulation applies to the Active Army, the Army National Guard (ARNG), the U.S. Army Reserve (USAR), and Army civilian employees.

Army management control process. This regulation is subject to the requirements of AR 11-2. It contains internal control provisions but does not contain checklists for conducting internal control reviews. These checklists are being developed and will be published at a later date.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from HQDA (DACS-SF), WASH DC 20310-0300.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users

will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. The proponent agency of this regulation is the Office of the Chief of Staff, Army, Army Safety Office. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA (DACS-SF), WASH DC 20310-0300.

Distribution. Distribution of this publication is made in accordance with DA Form 12-9A-R requirements for 385-series publications. The number of copies distributed to a given subscriber is the number of copies requested in Block 341 of the subscriber's DA Form 12-9A-R. AR 385-10 distribution A for Active Army, ARNG, and USAR. Existing account quantities will be adjusted and new account quantities will be established upon receipt of a signed DA Form 12-9U-R (Subscription for Army UPDATE Publications Requirements) from the publications account holder.

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Glossary

Chapter 1 Introduction

1-1. Purpose

a. This regulation prescribes Department of the Army (DA) policy, responsibilities, and procedures to protect and preserve Army personnel and property against accidental loss. It provides for public safety incident to Army operations and activities, and safe and healthful workplaces, procedures, and equipment. This regulation assures statutory and regulatory compliance.

b. This regulation mandates Army Safety Program policies, procedures, and guidelines into one comprehensive safety program for all DA personnel and operations worldwide.

1-2. References

Required and related publications and prescribed and referenced forms are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

1-4. Responsibilities

a. The Assistant Secretary of the Army (Installations and Logistics) (ASA(I&L)) is the principal adviser and assistant to the Secretary of the Army for Army safety and occupational health (OH) matters. The ASA(I&L) will be the Army's designated safety and occupational health official and will—

(1) Approve policies, issue directives, make recommendations, and issue guidance on Army safety and OH plans and programs.

(2) Initiate programs, actions, and taskings to ensure adherence to DA and Department of Defense (DOD) safety and OH policies.

(3) Review and evaluate programs for carrying out approved safety and OH policies and standards.

(4) Serve on boards, committees, and other groups pertaining to safety and OH, and represent the Secretary of the Army on safety and OH matters outside DA.

(5) Participate in the planning, programming, and budgeting of safety and OH activities.

(6) Serve as Functional Chief for the Safety Management Career Program.

b. The Assistant Secretary of the Army (Research, Development, and Acquisition) (ASA(RDA)) will ensure system safety procedures are implemented by Project Executive Officers and Project Managers during materiel development phases.

c. The Director of Army Safety (DASAF), Office of the Chief of Staff, Army (OCSA) will—

(1) Administer and direct an effective Army safety program to reduce the occurrence of accidents.

(2) Act as principal adviser to Chief of Staff, Army (CSA), OCSA, and Army Staff elements on all safety matters.

(3) Provide staff supervision of the U.S. Army Safety Center (USASC) and the Army Safety Office.

(4) Develop, coordinate, and disseminate Army safety program policy, direction, and guidance to all Army commands and agencies.

(5) Monitor the Army safety program effectiveness.

(6) Support major Army command (MACOM) and installation commanders in developing specific plans and programs.

(7) Collect and distribute accident data and statistics relating to injuries, occupational illnesses, and report damage related to Army operations.

(8) Support appropriate funding to provide for an effective Army accident prevention effort.

(9) Develop safety countermeasures to reduce accidents.

(10) Investigate selected Army accidents according to AR 385-40.

(11) Administer a program of specialized safety training courses for the Army.

(12) Implement statutory requirements and national standards.

(13) Serve as Chairman of the DA Explosives Safety Council.

d. The Deputy Chief of Staff for Personnel (DCSPER) will—

(1) Ensure systems safety is integrated into materiel development and acquisition phases through the Manpower and Personnel Integration (MANPRINT) Program.

(2) Include safety concerns and issues on Army materiel in MANPRINT presentations at the Army systems acquisition review council (ASARC).

e. The Deputy Chief of Staff for Logistics (DCSLOG) will—

(1) Establish and maintain procedures for safety-of-flight restrictions for Army aircraft and safety-of-use restrictions for other Army materiel.

(2) Develop procedures for the safe transportation, storage, and packaging of Army ordnance and hazardous materials.

f. The Deputy Chief of Staff for Operations and Plans (DCSOPS) will—

(1) Act as focal point for all nuclear and chemical matters in Army.

(2) Establish procedures for nuclear weapons reliability, safety, security, nuclear force management, and employment policies.

(3) Establish procedures for the Army Flight Standardization Program.

g. The Surgeon General (TSG), in support of the Army Occupational Safety and Health Program, will—

(1) Formulate policy and provide guidance for the Army Occupational Health Program as defined in AR 40-5, chap 5.

(2) Formulate policy and provide guidance for the Army Health Hazard Assessment Program as described in AR 40-10.

(3) Provide guidance and policy on health and safety procedures and protocols for human use testing in accordance with AR 70-25.

(4) Establish procedure for implementing occupational health aspects of Public Law 91-596 (Occupational Safety and Health Act), 29 December 1970.

(5) Develop policies for and establish health standards as necessary for occupational exposure in industrial and military unique work areas.

(6) Provide technical guidance to the Army staff, MACOMs, and Army Medical Department in the evaluation and control of actual or potential occupational health hazards in Army work areas.

(7) Ensure system safety procedures are implemented in developing medical materiel.

h. The Commanding General, U.S. Army Materiel Command (CG, AMC) will—

(1) Develop Army policy for Headquarters, Department of the Army (HQDA) approval relating to the licensing, authorization, transportation, nonhuman application, and waste disposal of radioactive materials (AR 385-11); for airworthiness qualification of Army aircraft systems (AR 70-62); for safety-of-use messages and vehicle safety recall campaign (AR 750-10); for the Army Hazardous Materials Information System (AR 700-141); and for the safety program aspects of toxic chemical munitions operations and demilitarization (AR 50-6).

(2) Assure that materiel and systems acquired for the Army and other military services are free of recognized hazards and conform to OSHA standards.

(3) Hazard classify ammunition and explosives per part 173, title 49, Code of Federal Regulations (49 CFR 173) and TB 700-2.

(4) Report and investigate malfunctions involving ammunition and explosives (AR 75-1).

(5) Develop and acquire new conventional and nonconventional munitions to provide for user and public safety during the manufacture, packaging, transportation, storage, use, and disposal/demilitarization.

i. The Commander, Military Traffic Management Command (CDR, MTMC) will—

(1) Develop policy for HQDA approval for safety in operations requiring DOD compliance with Department of Transportation (DOT) hazardous materials regulations; safety in maritime operations requiring compliance with the International Maritime Dangerous Goods Code when loading vessels at MTMC terminals;

exemption requests by DOD components for shipments of hazardous materials by DOD shippers that do not comply with DOT regulations; and traffic engineer support to installations.

(2) Assure that contracts within MTMC purview include adequate safety provisions and contract compliance.

j. The Commanding General, U.S. Army Training and Doctrine Command (CG, TRADOC) will—

(1) Integrate safety and occupational health procedures into all Army training guidelines and techniques to be applied in the field.

(2) Ensure that safety and occupational health training is integrated into the curricula of appropriate Army schools.

(3) Incorporate safe operating practices and physical standards in field manuals, training circulars, and other documents.

(4) Integrate safety and occupational health considerations into new equipment training.

(5) Integrate safety criteria into operational testing.

(6) Develop and publish range safety policies, procedures, and standards for the Army and Marine Corps.

(7) Monitor range safety operations and procedures to assure safety adequacy.

(8) Provide range safety instruction for Army personnel.

(9) Have, as part of task analysis, Combat Development Centers identify hazards and requisite safety standards to be met in critical combat tasks.

(10) Have Combat Development Centers incorporate critical safety and health parameters in the requirements documents for new systems acquisitions and ensure operational tests verify the product provides requisite protection.

(11) Approve the adequacy of solutions to acquisition safety problems.

(12) Direct and implement Army safety policy and programs for U.S. Army Reserve Officer's Training Corps (ROTCs) units.

k. Commanding General, Forces Command (CG, FORSCOM) will—

(1) Establish safety policy, standards, and guidance for use in Army exercises, maneuvers, and tactical operations.

(2) Direct and implement Army safety policy and programs for U.S. Army Reserve (USAR) units.

l. The Commanding General, U.S. Army Corps of Engineers (CG, USACE) will—

(1) Promulgate the safety standards to be used in Army construction (EM 385-1-1).

(2) Assure that Army standards designs and USACE administered facility/utility designs and construction conform to statutory and regulatory fire, safety, occupant health and explosives standards, and otherwise provide a safe and healthful workplace for user personnel and materiel.

(3) Provide safety policy to other elements of the Army that manage facility/utility design and construction at their level.

(4) Include provisions for public safety at civil works facilities with public recreation and visitation mission.

m. The Commanding Generals of separate medical major commands (U.S. Army Health Services Command (HSC), 7th MEDCOM, and 18th MEDCOM), in support of the Army Occupational Safety and Health Program, will—

(1) Provide direct occupational health services to supported installations and tenant activities according to AR 40-5.

(2) Provide technical assistance to supported installation and tenant activity commanders on health hazard evaluation, control, and training.

n. MACOM commanders through their designated safety and OH manager will—

(1) Ensure the full and effective implementation of the Army safety and OH program throughout their MACOM.

(2) Initiate additional accident prevention measures necessary to control hazards and resource losses for which there are no prescribed or established safety standards or procedures. This includes—

(a) Providing a safe and healthful workplace and environment.

(b) Providing hazard recognition and correction training to military and civilian personnel.

(c) Establishing standing operating procedures (SOPs) that will foster safe practices and procedures.

(d) Monitoring workplaces and practices to ensure adherence to established procedures and the prompt correction of unsafe acts and conditions.

(e) Investigating accidents to determine causes and prevent recurrence.

(3) Establish and enforce procedures for plans that assure maximum safety during training and tactical operations.

(4) Establish procedures for expeditiously funding and fixing hazards based on risk assessment codes (RACs) on a "worst-first" basis. Commanders of MACOMs having troop organizations will establish safety and occupational health requirements and guidance for their troops participating in exercises. They will also assure coordination and integration of their safety and occupational health efforts with those of other commands and services involved in the exercise.

o. Commanders at all levels will be responsible for the protection of personnel and equipment under his or her command and for the effective implementation of safety and occupational health policies.

p. Supervisory and operating personnel who direct or affect the actions of others will—

(1) Be responsible for accident prevention to the same extent that they are responsible for production or services.

(2) Maintain a safe and healthful workplace.

(3) Assure that employees under their supervision observe appropriate safety and occupational health rules and regulations, including the use of protective clothing and equipment (PCE) provided for their protection.

(4) Promptly evaluate and take action as required to correct hazards reported by employees or identified through accident investigation. They will not initiate or support reprisal action against employees who identify hazards, raise safety concerns or engage in authorized safety and occupational health activities.

1-5. Policy

The following principles will be effectively integrated into all Army plans, programs, decision processes, operations, and activities:

a. Accidents are an unacceptable impediment to Army missions, readiness, morale, and resources; hence their prevention will be aggressively pursued.

b. Decision-makers at every level will employ risk management approaches to effectively preclude unacceptable risk to the safety of personnel and property.

c. The acquisition of materials, equipment, facilities, and systems will maximize the use of engineering design to preclude or control unacceptable risks.

d. Life cycle safety considerations will be considered in the acquisition, use, and disposal of chemicals and hazardous materials so as not to endanger or compromise public health and safety.

e. Appropriate action will be taken to expeditiously correct non-conformities with mandated standards, workplace deficiencies hazards and accident causes.

f. Performance standards for military and civilian managers and supervisors will include accident prevention and OH responsibilities as a rating element. The success or shortcomings of managers or supervisory personnel in performing safety and OH responsibilities will be considered in Army civilian employee performance appraisals, officer evaluation reports (OERs), and enlisted evaluation reports (EERs).

1-6. Deviations

Occasionally, the safety requirements of this regulation may be incompatible with mission accomplishment. In such cases, MACOM commanders may request deviation from the specific requirements

from HQDA (DACS-SF) WASH DC 20310-0300, except as noted in paragraph 3-5.

Chapter 2 Army Safety Program Structure and Activities

2-1. Organizational structure

All Army safety offices will be structured according to AR 5-3 and this chapter. Commanders will—

a. Designate a command safety and OH manager to exercise staff supervision over accident prevention activities. Duties performed by this official will include the full range of program management responsibilities.

b. Meet the requirements of AR 5-3 for positioning of the safety staffs within installations, U.S. Army garrisons, and selected other standard Army organizations. In all organizations not covered by AR 5-3, the safety official will be a member of the commander's special staff reporting directly to the commander.

c. Ensure command safety and OH managers meet Office of Personnel Management standards for the positions of Occupational Safety and Health Manager, GS/GM-018 or Safety Engineer, GS/GM-803.

d. Organize and staff a modular, standard organizational structure into one comprehensive, efficient safety office. Under the direction of the designated command safety and OH manager, this office will consist of the following major safety program elements tailored to the installation or organization mission:

(1) Base support operations to include worksite inspection, construction plan review, and review of contracts and contractor activities (EM 385-1-1).

(2) Transportation, including vehicle operations (private, Army, and other motor vehicles), rail operations, and air operations. (See AR 385-55.)

(3) Range operations. (See AR 385-62 and AR 385-63.)

(4) Ammunition and explosives operations and storage (conventional, chemical, and nuclear). (See AR 385-64.)

(5) Military training operations.

(6) Tactical exercising.

(7) Army school operations.

(8) Aviation operations. (See AR 385-95.)

(9) Industrial and production operations.

(10) Accident investigation, reporting, and administration. (See AR 385-40.)

(11) Hazardous materials operations.

(12) Research, development, test, and evaluation (RDTE) activities. (See AR 385-16.)

(13) System safety management and engineering. (See AR 385-16.)

(14) Operations involving the use of ionizing and nonionizing radiation. (See AR 385-9 and AR 385-11.)

(15) Public safety.

(16) Family, dependent, and off-the-job accident prevention.

(17) Other loss control elements.

e. Provide sufficient funds and other resources to carry out all responsibilities designated in this regulation to assure safety and OH program effectiveness. This staff will perform standard accident prevention functions and tasks as outlined in chapter 5. Safety, occupational health, fire prevention, environmental protection, and injury compensation staffs will work in close coordination on matters of mutual concern.

f. Appoint additional duty safety personnel to perform required safety and accident prevention functions in troop/industrial/administrative units not staffed with full-time safety personnel. In troop units, this includes company level or equivalent organizational component. These unit safety personnel will—

(1) Be appointed in writing on orders.

(2) Be a commissioned officer at battalion and higher unit levels.

(3) Be in the rank of staff sergeant or higher at company level.

(4) Have completed, or will complete, a local unit safety officer course.

(5) Have 1 year or more retainability in the unit upon duty appointment.

(6) Give their safety officer duties proper priority.

(7) Report directly to the commander on safety-related matters.

g. Civilian collateral safety personnel will be given similar training.

h. Support efforts to develop military and civilian safety expertise through training programs, effective career development, and management procedures.

i. Provide safety, occupational health, and related loss control services to tenant and satellite commanders in support of their statutory and regulatory responsibilities. Installation commanders have responsibilities for safety of people, the environment, and public on their installation. Local memorandum of understanding will be developed between host and tenant organizations to ensure necessary safety and OH responsibilities are addressed.

j. Provide safety services to USAR units in their geographic area of responsibility as defined in AR 5-9.

k. Establish at MACOM, installation, and community level a Safety and Occupational Health Advisory Council composed of management and military and civilian operating personnel. This council will make recommendations to the commander and perform such additional safety and occupational health tasks as the commander or the council may direct.

(1) Such councils will be chaired by the commander or the commander's designee, who will be a senior management official.

(2) Councils will meet periodically and will publish the minutes of the meetings.

(3) MACOM commanders may exempt installations having small populations from the requirements of this paragraph; however, these exemptions will document quality control measures. Such populations may be represented through participation in other command councils.

(4) Establishment of councils at other than installation level will be at MACOM discretion.

l. Authorize use of official time for employees when participating in occupational safety and health (OSH) activities, including walkaround inspections, authorized by this regulation.

2-2. Operational procedures

In conducting all types of safety and OH activities, safety staffs will tailor the program to support the elements listed in paragraph 2-1d and—

a. Ensure that physical standards for facilities and equipment meet or exceed safety and health standards established in pertinent host government, Federal, State, and local statutes and regulations and in Army regulations. Specific requirements and guidance for applying such standards are in chapter 3.

b. Ensure that practices and procedures that minimize accident risk are incorporated in regulations, directives, SOPs, special orders, training plans; and operational plans; and SOPs are developed for all operations entailing risk of death, serious injury, or property loss.

c. Develop and implement actions to meet responsibilities contained in the accident prevention plans of higher headquarters and to provide focus and continuity to safety program efforts.

d. Post DD Form 2272 (Department of Defense Safety and Occupational Health Program) in all industrial workplaces. (See fig 2-1.)

e. Ensure that appropriate safety and occupational health training is provided as follows:

(1) All Active Army, Army National Guard (ARNG), USAR, and Army civilian employees will be provided the training and education necessary to achieve the skills listed below. This training, as a minimum, will be in accordance with subpart H, part 1960, title 29, Code of Federal Regulations (29 CFR 1960).

(a) Recognize the hazards and accident risks associated with their duties and work environment and know the procedures necessary to control these risks and work safely.

(b) Know their accident prevention related rights and responsibilities as outlined in relevant statutes and regulations.

(c) As appropriate, know the safety responsibilities of their leaders, supervisors, and commanders.

(2) Commanders, supervisors, and safety and OH staff personnel will be provided specialized training to enable them to properly execute their safety and OH leadership and staff responsibilities.

(3) Safety education and promotional materials such as posters, films, technical publications, pamphlets, incentive items, and related materials are proven cost-effective safety awareness tools.

f. Ensure personnel are protected from reprisals for exercising lawful OSH rights. All DA personnel, both military and civilian, will be protected from coercion, discrimination, or reprisals for participation in the Army safety and OH program.

(1) Such procedures will include provisions to preserve individual anonymity of those submitting safety and health complaints when requested; to ensure prompt, impartial investigation of allegations of reprisal; and to provide corrective action when such allegations are substantiated.

(2) Under the provisions of 29 CFR 1960.46, the above protection against reprisal extends specifically to the right of an Army civilian to decline to perform an assigned task because of a reasonable belief that, under the circumstances, the task poses an imminent risk of death or serious bodily harm and that there is insufficient time to seek effective redress through normal hazard reporting and abatement procedures.

g. Establish specific plans to assure continuity of safety and OH program services during tactical operations or mobilization. These plans will address mission definition, organizational concepts, and staffing and operational procedures required to assure maximum safety function support to the combat mission. Such plans will be developed by all organizations and commands having a combat or combat support mission (for example, TOE units, depots, ammunition plants, and area support groups).

h. Conduct annual safety and loss control program evaluations of subordinate commands using results-oriented criteria.

i. Develop effective programs to reduce injuries and illness to ensure that—

(1) All injuries and illnesses have been thoroughly investigated and the facts from the investigation have been documented on appropriate reports and forms.

(2) Accident reports and compensation claim forms have been properly completed designating the injured employee's major command and servicing civilian personnel office.

(3) Compensation claims are challenged and controverted when necessary.

j. Establish procedures to ensure required PCE for personnel are provided, used, and maintained in accordance with part 1910, title 29, Code of Federal Regulations (29 CFR 1910) and chapter 6 of this regulation. Personal protective equipment will be furnished to military personnel performing industrial activities similar to civilian personnel.

k. Establish and operate an effective explosives safety program to include—

(1) Exercising supervision over subordinate organizations to ensure that effective explosives safety procedures are implemented and maintained to include specific plans to correct violations of explosives safety standards.

(2) Publishing a command program to implement HQDA ammunition and explosives safety standards and to identify responsibilities for all subordinate organizations (including tenants) that store, handle, use, or transport explosives.

(3) Ensuring qualified safety personnel (GS/GM-018 or GS/GM-803) review explosives safety site plans, safety submissions, and facility designs for new or modified explosives sites or facilities within the safety arcs of explosives operations.

(4) Ensuring qualified occupational safety personnel review explosives safety waivers and exemptions for facilities and equipment and provide the commander with essential risk data regarding the deficient situation.

l. Ensure that effective range safety procedures are implemented and sustained to include safety office review of all new range construction and all range waivers.

m. Publish command procedures to implement effective family, sports, and recreation safety programs and identify responsibilities for all subordinate organizations and installations.

n. Establish and operate effective tactical water safety procedures to include—

(1) Requirements for a systems program approach to planning all operations in, around, or over water by all operational units. The program must require a hazard analysis of the unit operation, development of a detailed plan of countermeasures, a review of a detailed plan of countermeasures, and a review of the plan by the respective supporting safety manager of the unit.

(2) Identification of the safety responsibilities of all subordinate organizations and commands to implement requirements.

DEPARTMENT OF DEFENSE SAFETY AND OCCUPATIONAL HEALTH PROTECTION PROGRAM



THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, EXECUTIVE ORDER 12196 AND 29 CFR 1960 REQUIRE THE HEADS OF FEDERAL AGENCIES TO ESTABLISH PROGRAMS TO PROTECT THEIR PERSONNEL FROM JOB SAFETY AND OCCUPATIONAL HEALTH HAZARDS.

1. THE DEPARTMENT OF DEFENSE (DOD) DESIGNATED AGENCY SAFETY AND OCCUPATIONAL HEALTH OFFICIAL IS THE ASSISTANT SECRETARY OF DEFENSE (FORCE MANAGEMENT AND PERSONNEL).

2. THE DEPARTMENT OF THE ARMY DOD COMPONENT

DESIGNATED SAFETY AND OCCUPATIONAL HEALTH OFFICIAL IS

ASA(I&L) WASH, DC
TITLE ADDRESS

3. THE FT OWENS NAME OF INSTALLATION/FACILITY

SAFETY AND OCCUPATIONAL HEALTH DESIGNEE IS

MR. TUCKER, SAFETY MANAGER
NAME/TITLE

4. THE FT OWENS NAME OF INSTALLATION/FACILITY

SAFETY POINT OF CONTACT IS

Ms. Jones, 555-9876
NAME TELEPHONE NUMBER

5. THE FT OWENS NAME OF INSTALLATION/FACILITY

OCCUPATIONAL HEALTH POINT OF CONTACT IS

MR. GLASS, 555-0102
NAME TELEPHONE NUMBER

WAPA CLINIC, FT OWENS
NAME OF INSTALLATION/FACILITY

HAS THE RESPONSIBILITY TO:

1. COMPLY WITH APPLICABLE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA/DOD/DOD COMPONENT SAFETY AND OCCUPATIONAL HEALTH STANDARDS.
2. SET UP PROCEDURES FOR SUBMITTING AND RESPONDING TO EMPLOYEE REPORTS of unsafe and unhealthful working conditions.
3. ACQUIRE, MAINTAIN, AND REQUIRE the use of approved personal protective equipment and safety equipment.
4. INSPECT ALL WORKPLACES with participation by civilian employee representatives to identify potential hazards.
5. ESTABLISH PROCEDURES TO ASSURE that no worker is subject to restraint, interference, coercion, discrimination, or reprisal for exercising his/her rights under the DOD safety and occupational health program.
6. POST NOTICES of unsafe or unhealthful working conditions found during inspections.
7. ASSURE PROMPT ABATEMENT of hazardous conditions. Workers exposed to the conditions shall be informed of the abatement plan. Imminent danger corrections must be made immediately.
8. SET UP A MANAGEMENT INFORMATION SYSTEM to keep records of occupational accidents, injuries, illnesses and their causes; and to post annual summaries of injuries and illnesses for a minimum of 30 days at each installation/facility.
9. CONDUCT SAFETY AND OCCUPATIONAL HEALTH TRAINING for management, supervisors, workers and worker representatives.

DOD PERSONNEL HAVE THE RESPONSIBILITY TO:

1. COMPLY with all applicable OSHA/DOD/DOD component safety and occupational health standards.
2. COMPLY with FT OWENS NAME OF INSTALLATION/FACILITY policies and directives relative to the safety and occupational health program.
3. USE personal protective equipment and safety equipment provided by your installation/facility.
4. REPORT hazardous conditions, injuries, illnesses, or other mishaps promptly to your supervisor or to the safety or occupational health point of contact for your installation/facility.

DOD PERSONNEL AND CIVILIAN EMPLOYEE REPRESENTATIVES HAVE THE RIGHT TO:

1. HAVE ACCESS to applicable OSHA/DOD/DOD component standards, installation/facility injury and illness statistics, and safety and occupational health program procedures.
2. COMMENT on alternate standards proposed by DOD/DOD component.
3. REPORT AND REQUEST INSPECTIONS OF UNSAFE AND UNHEALTHFUL WORKING CONDITIONS to appropriate officials who include, in order of preference: the immediate supervisor, the safety or occupational health point of contact, the safety and occupational health designee for your installation/facility, the installation/facility commander, the safety and occupational health designee for your DOD component, the safety and occupational health designee for DOD, and the Secretary of Labor. However, the Secretary of Labor encourages personnel to use DOD procedures for reporting hazardous conditions as the most expeditious means to achieve abatement. The hazard report form provided by your installation/facility should be used for this purpose. Anonymity, when requested, is assured.
4. PARTICIPATE in the installation/facility safety and occupational health program. Civilian workers shall be authorized official time to participate in the activities provided by the DOD safety and occupational health program.

OTHER INFORMATION:

1. When the safety or occupational health point of contact for your installation/facility is notified by a worker of a hazardous worksite condition, he/she will insure an inspection of the worksite and he/she will report the results of the inspection in writing to the worker making the report.
2. Inspector General channels may be used to investigate complaints from either DOD civilian or military personnel concerning alleged acts of discrimination or reprisal due to participation in safety and occupational health activities. For DOD civilian personnel, allegations of reprisal may also be initiated by them in accordance with applicable appeal procedures, or administrative or negotiated grievance procedures.
3. For further information about the installation/facility safety and occupational health program, procedures, standards, committees, Federal laws, or other related matters, contact the safety or occupational health point of contact for your installation/facility as noted on this poster.
4. How well you carry out your safety and occupational health responsibilities will be an important factor in the success of the program.

DD FORM 2272, FEB 87

Figure 2-1. Sample DD Form 2272

2-3. Prevention program procedures

a. Inspections and surveys. Inspections and surveys of operations and facilities will be conducted annually or more often (chap 4). Inspection procedures will emphasize use of interviews, operational reviews, performance testing, and similar techniques designed to detect high risks of both a behavior and environmental character at the earliest possible time. Standard Army Safety and Occupational Health Inspection (SASOHI) procedures outlined in chapter 4 implement 29 CFR 1960.26 provisions and will be used in inspections/surveys. Installations will have the appropriate diagnostic equipment consistent with their mission to collect the essential information for analysis.

b. Reports of unsafe or unhealthful conditions. All Army personnel will be advised of their right and responsibility to report unsafe or unhealthful conditions. Reports to their supervisors will normally expedite corrective actions. Such reports may be submitted directly to unit safety personnel, installation safety offices, or other appropriate points of contact such as inspectors general. To provide an additional channel for such reports when employees find routine channels ineffective, commanders will conform to Army Employee Hazard Reporting System procedures outlined in chapter 4.

c. Department of Labor (DOL) inspections and investigations of Army working conditions. In accordance with the provisions of Executive Order 12196 and DODI 6055.1, and within the scope of the Public Law 91-596, OSHA, and National Institute for Occupational Safety and Health (NIOSH) officials, acting as representatives of the Secretary of Labor, are authorized to conduct announced or unannounced inspections of all Army civilian workplaces except those identified as military-unique workplaces. Procedures for these inspections are in chapter 4.

2-4. Department of the Army personnel

All DA personnel, military and civilian, will—

- a.* Comply with safety and occupational health rules, regulations, and standards.
- b.* Use and maintain PCE provided for their protection.
- c.* Report any unsafe and unhealthful working conditions and accidents to their immediate supervisor.

Chapter 3 Safety Standards Application

3-1. Standards

a. All standards established by DOL pursuant to sections 6 and 19 of Public Law 91-596 are adopted as Army safety standards and will be complied with in applicable Army workplaces. Army workplaces are generally comparable to private sector workplaces.

b. The U.S. Army Corps of Engineer safety and health requirements publication (EM 385-1-1) applies to all Army construction operations incorporating part 1926, title 29, Code of Federal Regulations (29 CFR 1926).

c. Commanders will apply OSHA and other non-DA regulatory or consensus safety and health standards to military-unique equipment, systems, operations, or workplaces, in whole or in part, insofar as practicable. When military design, specifications, or requirements render compliance infeasible, or when no regulatory or consensus standard exists for such military application, commanders will request development and publishing of special military standards, rules, or regulations prescribing Occupational Safety and Health measures from the Army Safety Office (HQDA).

d. Certain operations are subject to mandatory safety standards or rules that derive from separate, specific statutory authority. The application of special functional standards does not exempt any workplace from other appropriate safety criteria. Thus, a workplace in a munitions facility subject to special explosives safety standards is also subject to OSHA safety criteria for machine guarding, guard rails, eye protection, and so forth. Any publication that sets forth job

safety requirements for such a workplace must take this into account.

e. In workplaces overseas where the Status of Forces Agreement (SOFA) requires that U.S. Armed Forces comply with host country law which prescribes different safety standards, the latter standards take precedence if stricter. If host country law is less strict or nonexistent, Army requirements will apply.

3-2. Conflicts

When standards in Army publications conflict with a legal standard such as the OSHAct, or provide a lower degree of protection, the legal standard will apply. When the Army standards are equal to or exceed such requirements in providing workplace safety, the Army requirement will apply.

3-3. Additional safeguards

Whenever possible, commanders will evaluate the level of safety provided by established safety and occupational health standards to determine if additional safeguards are required. Priority for these reviews will be given to activities with high loss potential.

3-4. Standards publications

Commander will ensure that publications which implement Army safety and occupational health criteria—

- a.* Reach every DA workplace in a form appropriate to the specific operation.
- b.* Are understood and complied with by affected personnel and implementation is enforced by supervisors.
- c.* Are applied in the procurement or renovation of material, equipment, systems and facilities.

3-5. Modification of OSHA standards

Commanders may not issue waivers or variances to OSHA standards.

a. Alternate standards. When a MACOM commander determines that an OSHA standard should be modified for application to particular nonmilitary-unique working conditions, a proposed alternate standard will be developed and submitted to the Director of Army Safety (DASAF), ATTN: CSSC-PR, Fort Rucker, AL 36362-5363 (with a copy sent to HQDA (DACS-SF), WASH DC 20310-0300) following guidelines established in 29 CFR 1960.17. The DASAF will review the proposed standard and, if appropriate, forward it through the chain of command to the Secretary of Labor for approval. Upon approval of an alternate standard, the originating MACOM may proceed with implementation. If adjudged to have Armywide applications, DASAF will advise the MACOMs.

b. Supplementary standards. In those cases where no appropriate OSHA standards exist for exposure of Army employees to unique, specific, or general hazards, MACOM commanders will develop appropriate emergency temporary or permanent supplementary standards that apply to the working conditions of Army employees. These proposed supplementary standards will be submitted through command channels to the Director of Army Safety, ATTN: CSSC-PR, Fort Rucker, AL 36362-5363 (with a copy sent to HQDA (DACS-SF), WASH DC 20310-0300). ASA(I&L) will interact with DOL for their review.

c. Emergency temporary standards. Commanders will implement OSHA emergency temporary standards (ETS) on the prescribed effective date established. Federal court rulings that advance or delay implementation of change, or that rescind OSHA standards, including ETS, will be adhered to by commanders, although commanders may continue to apply more stringent criteria than OSHA.

3-6. Host installation standards

Personnel of different DA organizations, other DOD components, other Federal agencies, or private organizations who work at the same installation will be governed by installation safety standards. Conflicts concerning safety standards should be resolved by the installation commander. However, when local efforts cannot resolve

these problems, they should be referred to the next higher command level to adjudicate.

3-7. General Services Administration facilities

Deficiencies involving General Services Administration facilities will be corrected according to 29 CFR 1960.30.

3-8. Violation-correction policy

To discharge their responsibility for the prevention of occupational injuries and illnesses, heads of Army installations and activities will, where possible, eliminate work hazards and health risks through engineering controls or modifications. Although less desirable, management controls such as controlling the exposure time may be used to lessen personnel exposure to all hazards except noise hazards.

a. The following priorities will be used to eliminate or reduce the effects of hazards:

(1) Engineer to eliminate the hazard or to incorporate fail-safe devices.

(2) Guard or control the hazard including automatic monitoring and alarming of unsafe/unhealthful conditions.

(3) Limit personnel exposures (number of people and duration).

(4) Train and educate personnel to avoid hazards.

(5) Provide protective clothing or equipment adequate to minimize injury potential.

(6) Use color coding and signs to alert personnel of hazards.

b. PCE will be issued in situations where—

(1) Engineering or management controls are not possible.

(2) Development or installation of engineering controls are pending.

(3) Short-term, nonroutine operations for which engineering controls are not practical are involved.

(4) Emergencies occur; for example, spills and associated cleanup operations, ventilation malfunctions, emergency egress, and damage control activities.

(5) Engineering or management controls cannot reduce the hazard to acceptable levels.

c. When engineering and management controls are not possible and PCE does not reduce the hazard, the operation will be suspended and guidance will be requested from the Director of Army Safety. The request will document a demonstrated effort to correct or reduce the hazard.

d. New equipment or systems acquired will meet Army and Federal safety and health standards so that engineering modifications, management controls, or the use of PCE will not be required to provide a safe and healthful workplace. Guidance for providing safety and health input throughout the acquisition cycle is in AR 385-16 and AR 40-10.

3-9. Abatement program

a. *Procedures.* An analysis of all hazards will be made to determine the degree of risk. The procedures below will be followed in analyses of safety hazards.

(1) Hazards will be risk assessed in terms of hazard severity (table 3-1) and accident probability (table 3-2) and assigned a risk assessment code (RAC) (table 3-3). Cost of correction, future intended use of the facility, and availability of desirable alternative methods of control will be considered. Coordination will be effected between fire department and OH personnel to ensure that hazards identified by those organizations are entered into appropriate abatement plans according to AR 420-90, paragraph 6-9, and TB Med 503, paragraph 3-2e(2).

(2) Hazards will be eliminated on a worst-first basis. An abatement plan must be prepared for each RAC 1 or 2 hazard whose correction will exceed 30 days. Individual deficiencies of an identical character may be grouped together into a single abatement plan or into an associated abatement project. The plans will be kept current by adding new projects and by placing completed projects in a completed projects section. Corrections of violations that have a high dollar cost can be included in the abatement. The command element involved will approve abatement plans.

(3) Procedures such as spot checking or sampling will be used to ensure that interim control measures are being implemented.

(4) Copies of abatement plans will be placed in each unit in the place where personnel notices are usually posted.

(5) Violations that are the responsibility of another Army command or installation, DOD, or outside agency will be brought to the attention of the responsible official for action.

(6) MACOM representatives will review installation abatement plans at least annually to ensure adequate resource allocation and ensure nonresource-intensive corrective actions are accomplished. These plans are also subject to review by HQDA, OSHA, and union representatives.

Table 3-1
Hazard severity

Category: I

Description: Catastrophic

Definition: Death or permanent total disability, system loss, major property damage.

Category: II

Description: Critical

Definition: Permanent partial disability or temporary total disability in excess of 3 months, major system damage, significant property damage.

Category: III

Description: Marginal

Definition: Minor injury, lost workday accident, or compensable injury or illness; minor system damage; minor property damage.

Category: IV

Description: Negligible

Definition: First aid or minor supportive medical treatment, minor system impairment.

Table 3-2
Accident probability

Description: Frequent

Level: A

Individual item: Likely to occur frequently in life of system, item, facility, etc.

Fleet or inventory: Continuously experienced

Description: Probable

Level: B

Individual item: Will occur several times in life of item

Fleet or inventory: Will occur frequently

Description: Occasional

Level: C

Individual item: Likely to occur sometime in life of item

Fleet or inventory: Will occur several times

Description: Remote

Level: D

Individual item: Unlikely but possible to occur in life of item

Fleet or inventory: Unlikely, but can reasonably be expected to occur

Description: Improbable

Level: E

Individual item: So unlikely it can be assumed occurrence may not be experienced

Fleet or inventory: Unlikely to occur, but possible

Table 3-3
Risk assessment code matrix

Hazard Severity	Accident Probability				
	A	B	C	D	E
I	1	1	2	3	5
II	1	2	3	4	5
III	2	3	4	5	5
IV	3	4	5	5	5

b. Funding for hazard abatement.

(1) Operating plans and budgets will include appropriate planning, programming, and resources to correct RAC 1 and 2 hazards from the abatement plan according to abatement priority numbers and any supplemental DA program guidance. When abatement projects require military construction funds or exceed local funding ceilings, the local commander will submit appropriate funding requests through command channels.

(2) Funding will be accomplished generally from local operations and maintenance monies or overhead funds in industrially funded activities. Installations that are RDTE funded will program funding for hazard abatement.

(3) All construction and modernization projects are required to incorporate life safety, explosives safety, fire protection, environmental, and other appropriate safety and occupational health standards. Many existing hazards are abated as a by-product of new construction that has been justified for other reasons. However, military construction projects whose paramount justification is abatement of such hazards normally do not involve new construction; they typically consist of retrofit of one or more existing facilities, such as the installation or replacement of ventilation systems in places where toxic chemicals present hazards. An exception to this general rule could occur when a life-cycle analysis results in the determination that replacement or relocation of an existing facility is more cost effective than correction of multiple or gross existing hazards.

(4) MACOMs will make provisions to account for actual expenditures for hazard abatement projects at all echelons of command.

Chapter 4 Safety and Occupational Health Inspections of Army Workplaces

4-1. Standard Army safety and occupational health inspections

The procedures outlined below, designated as Standard Army Safety and Occupational Health Inspections (SASOHI)s, are mandatory and will be followed on selected installation-level inspections as indicated in *a* below.

a. All workplaces will be inspected at least annually using SASOHI procedures.

(1) Facilities and operations involving special hazards will be inspected more frequently as determined by qualified safety and occupational health personnel.

(2) Civilian personnel offices may request assistance in determining environmental differential pay or hazard pay cases. In these cases, qualified safety and health professionals will evaluate specific workplaces and conditions and provide a professional opinion as to the nature of the hazards and the required protective procedures.

(3) Inspections of workplaces in contractor installations where fewer than 25 DA personnel are employed will be at the discretion of the MACOM commander based on existing conditions. While no formal annual inspection is required, DA and MACOM commanders are required to ensure the health and safety of their employees in the contractor facility.

b. All SASOHI will be conducted by qualified civilian or military safety and health professionals. These personnel will have access to diagnostic equipment and personnel necessary to identify, document, and analyze the significance of the hazards discovered during the inspection.

c. SASOHI may be conducted with or without prior notice. No-notice inspections will be used when local safety and health personnel determine they will provide a significantly more meaningful assessment of actual operating conditions and practices. However, appropriate representatives of civilian employees and recognized employee organizations will be notified when management receives prior notice of an inspection.

d. A representative of the official in charge of a workplace and

an authorized representative of civilian employees will be given the opportunity to accompany the inspector during physical inspection of workplaces. Installation and activity commanders, or their designated representative, may deny the right of accompaniment to any person who, in their judgment, will interfere with the inspection.

e. The inspector conducting SASOHI will consult a sampling of personnel on matters affecting their safety and health and offer them the opportunity to identify, confidentially, unsafe or unhealthful working conditions in the work areas.

f. When an "imminent danger" situation is discovered, the immediate supervisor and activity head will be notified as soon as possible.

(1) The inspector will provide technical advice to the supervisor on the scene, who will correct the condition or cease operation and withdraw personnel from exposure.

(2) If the inspector finds the hazard cannot be immediately eliminated, he or she will notify the installation safety and occupational health official. If this official finds that corrective action is inadequate, he or she will secure approval of the commander or an authorized representative of the commander for measures to be taken to prevent employee exposure to the hazard.

(3) Imminent danger hazards from which personnel have been withdrawn as an interim measure will be identified on the forms described in *i* below.

(4) Commanders may authorize specific safety personnel to temporarily halt operations when imminent danger situations are found.

g. Upon completion of a formal inspection, a closing conference will be held with the commander or his or her designated representative, and a notice of unsafe or unhealthful working conditions will be discussed for each RAC 1, 2, or 3 hazard that was not corrected immediately. An appropriate employee representative will be given the opportunity to participate in the closing conference.

h. Written reports of violations resulting from SASOHI will be provided to the head of the activity or the commander of the unit inspected. These reports will cite hazards and safety management deficiencies and will recommend corrective actions. DA Form 4753 (Notice No. of Unsafe or Unhealthful Working Conditions) may be used for this purpose. (See fig 4-1 for a sample form.) RAC 1 and 2 violations that cannot be corrected within 30 calendar days of discovery will be recorded and maintained at the installation on DA Form 4756 (Installation Hazard Abatement Plan). (See fig 4-2 for a sample form and instructions.) Written reports of inspections will be retained on file for 5 years after the deficiencies have been corrected. Automatic data processing systems may be used to facilitate the recording and documentation of SASOHI and abatement plans provided the requirements of this regulation are met.

i. Notices of violations for RAC 1 or 2 hazards detected during SASOHI will be recorded on DA Form 4753 or equivalent. Copies of each notice of unsafe or unhealthful conditions will be given to the appropriate official in charge of the workplace and any participating employee representative. Notices will be posted by the official in charge of the workplace where the condition was discovered. Where it is not practical to post the notice at or near the hazard, it will be posted in a prominent place where it will be readily observable by all affected personnel. Delivery and posting will take place within 15 days of detection for safety violations and 30 days for health violations. The notices will remain posted for 3 working days or until correction, whichever is later. All posted notices will describe the nature and severity of the violation, the substance of the abatement plan, and interim protective measures.

j. All violations of standards detected during SASOHI will be entered on DA Form 4754 (Violation Inventory Log) or equivalent. (See fig 4-3 for a sample form.) This log will be used to monitor compliance. It will show all violations in order of discovery and prescribe an abatement date and the date for followup on correction of the deficiencies.

k. Procedures will be established to follow up on the correction of deficiencies identified during a SASOHI. If corrective action has not been accomplished or it is discovered that interim safety measures are not being enforced, the inspector will inform the installation safety and occupational health official who will determine remedial

action, to include notifying the installation or activity commander if appropriate. For all uncorrected violations, entries on DA Form 4756 will reflect the revised corrective action schedule and appropriate remarks.

l. All safety and occupational health inspection procedures will conform to security regulations.

4-2. Department of Labor inspections

The procedures below will be followed on DOL inspections of Army workplaces.

a. DOL inspections may be in response to a complaint from an Army employee or employee representative; they may be scheduled as part of OSHA's annual evaluation of agency programs, OSHA target program, or in response to a fatal accident. Procedures for such inspections conform generally to procedures in paragraph 4-4.

b. DOL representatives will be admitted to conduct inspections at selected workplaces in a reasonable manner without delay during normal working hours.

c. DOL representatives will initially report to the host installation commander or designated representative and will be accompanied at all times on the Army installation. They will be required to show proof of appropriate security clearance if entry into closed areas is required. A closing conference with the installation or activity commander or command designee will be arranged before the DOL inspector's departure. Employee representatives will be invited to attend the opening and closing conference.

d. DOL representatives will, upon request, be provided available safety and health information on worksites to be visited. Such information may include data on hazardous materials in use, copies of recent DOD inspection or survey reports, accident reports and abatement project information.

e. When DOL representatives issue notice of unsafe or unhealthful conditions (OSHA-2H Form), local officials should treat such notices in the same manner as similar internal notices and provide for abatement of significant deficiencies. Installations that receive an OSHA-2H will immediately transmit copies through command channels to HQDA (DACS-SF) WASH DC 20310-0300, and copy furnished to Commander, USASC, ATTN: CSSC-PR, Fort Rucker, AL 36362-5363. The OSHA-2H will assist in developing appropriate DA policy in the OSH program.

f. Response to DOL inspection reports will originate at the local level. Elevation of unresolved conflicts to higher echelons for inter-agency resolution will be at DOL's initiative via DOL channels. This provision, however, will not inhibit normal internal communication within command channels to apprise higher echelons of the results of DOL inspections and coordinate responses to DOL.

g. With respect to investigation of Army accidents, which is solely a DOD responsibility under Executive Order 12196, DOL officials may be shown or provided factual portions of pertinent accident investigation reports as outlined in AR 385-40. DOL officials, upon request, may also be authorized to accompany Army accident investigators in an observer status. Separate, duplicate DOL investigations of Army accidents, either concurrent with or subsequent to required Army investigations, are not expected. DOL officials may, however, inspect for residual hazardous conditions at the site of an Army accident.

4-3. Federal and State OSHA inspections of contractor workplaces

Inspection of contractor workplaces by Federal and State will be accomplished according to DODI 6055.1. and 29 CFR 1960.

4-4. Army employee hazard reporting

a. Procedures for employee reports of hazards will be established in accordance with 29 CFR 1960.28 and 29 CFR 1960.46. Reports

under these procedures will be completed on DA Form 4755 (Employee Report of Alleged Unsafe or Unhealthful Working Conditions). (See fig 4-4 for a sample form.) Normally, reports will be signed; however, anonymous reports will be investigated in the same manner as other reports. Reports can be submitted directly to the installation safety and occupational health official, to the appropriate tenant safety and occupational health official, or through supervisory and command channels.

b. Names of people submitting signed reports who request anonymity will not be revealed by the installation safety and occupational health official to anyone other than necessary members of his or her staff or other appropriate installation-level staff.

c. If reports that appear to involve an imminent danger situation are submitted, the inspector will follow the procedures in paragraph 4-1f and 29 CFR 1960.28.

d. All reports will be investigated by safety or health personnel. The originator, if known, will be notified in writing of the results of the investigation within 10 working days of receipt of the hazard report. If the 10-workday suspense cannot be met, the originator should be provided an interim response.

(1) If it is determined that a hazard exists, the reply will include a summary of the actions to be taken and anticipated date for corrective action. Procedures for inspections outlined in paragraph 4-1 will apply, if appropriate.

(2) If it is determined that a hazardous condition does not exist, the reply to the employee will include the basis for that determination. This reply will encourage informal contact with installation safety and health officials if additional explanations are desired. It will also inform the individual of his or her right of appeal as outlined below. Every effort, to include consulting with a regional Federal OSHA office and requests for technical advice from the U.S. Army Environmental Hygiene Agency (USAEHA), or the USASC will be made to resolve the originator's questions or dissatisfaction.

(3) If a hazard report also involves a grievance action, the local safety and OH manager will determine if there is a need for priority action for safety or health reasons.

e. If the originator is dissatisfied with the safety and occupational health official's response, the originator may appeal to the installation commander. The installation commander will review the finding and take appropriate action. If the originator is dissatisfied with the installation commander's response, the originator may appeal to the MACOM OSH official. Such appeals will be transmitted through channels to the MACOM, which will review the finding, investigate as necessary, and verify the appropriateness of the installation-level response. If the report of hazard is judged unfounded, a reply to the originator rejecting his or her appeal will explain the basis for the rejection and will advise of his or her right to appeal to the Army-designated safety and occupational health official ASA(I&L). Upon receipt of an appeal, this official will review the case and reply to the originator with a statement of findings. If the appeal is rejected, the reply will advise the originator of his or her right to further appeal according to 29 CFR 1960 to the DOD-designated occupational safety and health official.

f. Although personnel have the right to report hazards directly to DOL, they are encouraged to follow the review levels prescribed in paragraph e above. Reports received directly by DOL will be forwarded to DA for handling in accordance with these procedures.

g. Copies of reports submitted under the Army employee hazard reporting system will be retained at the installation safety office and a Federal Record Retention Center for at least 5 years following the end of the calendar year to which they relate.

NOTICE NO. 88-106 OF
UNSAFE OR UNHEALTHFUL
WORKING CONDITION

(DO NOT REMOVE NOTICE UNTIL CONDITION IS ABATED)

For use of this form, see AR 385-10; the proponent agency is Office of The Inspector General.

1. UNIT INSTALLATION USADTC School Brigade Technical Services Library	3. DATE OF INSPECTION 3-4 Dec 88
2. OFFICIAL IN CHARGE OF WORKPLACE M. Roatopovich	4. STANDARD VIOLATED 1910.1001 (c)
5. LOCATION OF VIOLATION Main Library room, particularly NE and NW corner desks	
6. DESCRIPTION OF UNSAFE OR UNHEALTHFUL CONDITION Air sampling by Industrial Hygiene Associates Inc. indicates that the personnel in this area are exposed to respirable asbestos fibers well in excess of permissible levels. Exposure is intermittent, apparently caused by the effect of physical disturbance of the ceiling material by air conditioning vibration and air flow.	
7. RECOMMENDED ABATEMENT PROCEDURES	
<p>a. Interim: Remove employees from the area. Clean-up employees will be selected, trained and equipped IAW applicable regulations. All materials removed to temporary library will be thoroughly cleaned by capable contractor.</p> <hr/> <p>b. Final: Abatement should be completed by 30 Jun 89</p> <p>Airborne exposure will be eliminated by removal or encapsulation of asbestos-containing insulation. Air will be sampled and shown to be within allowable limits before routine reoccupancy.</p>	
8. ADDITIONAL INFORMATION CONCERNING THIS VIOLATION CAN BE OBTAINED FROM Safety or Occupational Health Services	
	TELEPHONE NO. x3811/3456

DA FORM 4753
1 OCT 78

Figure 4-1. Sample DA Form 4753

Block 1. Enter name of unit, and installation on which hazard was found.

Block 2. Enter name of workplace supervisor.

Block 3. Enter date of the inspection.

Block 4. Enter specific reference to the standard violated (AR, OSHA).

Block 5. Enter exact location of the violation.

Block 6. Describe hazardous condition found in terms of physical standards and the Risk Assessment Code (RAC) (chap3).

Block 7. Describe interim safety measures supervisory personnel and employees should maintain until the hazard is abated to an acceptable level.

Block 8. Enter name of installation safety and occupational health manager, and his or her office phone number.

Figure 4-1. Instructions for completion of DA Form 4753

INSTALLATION HAZARD ABATEMENT PLAN		
For use of this form, see AR 385-10; the proponent agency is Office of The Inspector General.		
1. PROJECT NO. 88-26	2. DATE PREPARED 3 Jan 89	3. DATE REVISED 16 May 89
4. ACTIVITY/ORGANIZATION School Brigade Tech Services Library	5. HAZARD LOCATION(S) Main Stacks Ceiling	6. RISK ASSESSMENT CATEGORY IA (1)
7. CITATION OF SPECIFIC OSHA AND OTHER STANDARD VIOLATED 1910.1001 (c), TB MED 513		
8. DESCRIPTION OF PROPOSED CORRECTIVE ACTION OR REMEDIAL MEASURES Revise original proposal to encapsulate ceiling material to complete removal based on cost and requirements for monitoring. All ceiling material which tests positive for asbestos content is to be removed and disposed of IAW the installation hazardous materials control plan.		
9. ESTIMATED COST OF CORRECTIVE ACTION \$ 16,000 APPROPRIATION OMA PROGRAM ELEMENT NUMBER 362-700 FY89 BUDGET COST ESTIMATED (BCE): YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
10. ESTIMATED ADDITIONAL OPERATING AND MAINTENANCE COSTS, IF ANY \$ NONE		
11. DESCRIPTION OF INTERIM HAZARD CONTROL MEASURES IN EFFECT Essential library operations have been moved to temporary facilities in Bldg 5049. Equipment and materials moved into that building were thoroughly cleaned by contractors with expertise in this area. Air sampling established that detectable levels of asbestos contamination were not present in the new facility.		
12. OTHER RELEVANT INFORMATION		
13. ESTIMATED ABATEMENT COMPLETION DATE 1 Sep 89		
PREPARED BY R.A. Walter, Safety and Occ. Health Spec.		APPROVED BY John Mershon, Chief, Loss Control

DA FORM 4756
1 OCT 78

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Figure 4-2. Sample DA Form 4756

Block 1. Obtain from Directorate of Engineering and Housing (DEH).

Block 2. Self-explanatory.

Block 3. Enter date when plan is amended.

Block 4. Enter name of unit, and installation which hazard was found.

Block 5. Enter building number and room number location.

Block 6. Enter risk Assessment Code (RAC) (chap 3).

Block 7. State specific OSHA, Army, or other recognized safety and occupational standards violated.

Block 8. Describe project details necessary to abate the hazard to an acceptable level.

Block 9. Self-explanatory.

Block 10. Self-explanatory.

Block 11. Explain interim measures supervisors and employees maintain until hazard is abated to an acceptable level.

Block 12. Include points of contact in DEH, Safety Office, and others as appropriate.

Block 13. Enter initial estimate of final abatement date; update as required.

Figure 4-2. Instructions for completion of DA Form 4756

VIOLATION INVENTORY LOG

For use of this form, see AR 385-10; the proponent agency is Office of The Inspector General

4 Dec 88

LOG OF SCHEDULE OF CORRECTIVE ACTION - COMPLIANCE WITH SAFETY AND HEALTH STANDARDS

Bldg 6001

NAME OF INSTALLATION

US Army Driver Training Center, Ft Arnold, RI (School Bde Tech Services Library)

ITEM	LOCATION OF INCONSISTENCY <i>1/</i>	OSHA REFERENCE		INCONSISTENCY <i>d</i>	CORRECTIVE ACTION <i>e</i>	TARGET DATE FOR CORRECTIVE ACTION	DEGREE OF DANGER <i>2/</i>	ESTIMATED COST <i>h</i>
		TITLE/PART <i>b</i>	SUB-PART <i>c</i>					
1	Main Room (stacks) NE & NW corners and throughout	1910. 1001 TB MED 513	(c)	Personnel are exposed to asbestos concentrations several times higher than standard.	Remove or encapsulate asbestos IAW engineering study. Clean all contaminated surfaces and material to levels below cited references. Withdraw personnel during interim.	Interim: accomplished Final: 30 Jun	1A (1)	

NOTES:

1/ Such as "Carpenter Shop and/or Building Number."

2/ Include paragraph number in another code if further referenced.

2/ Use Roman numerals (Category I - Imminent danger, Category II - Serious hazard, Category III - Moderate hazard, Category IV - De minimus hazard)

DA FORM 4754
1 OCT 78

Figure 4-3. Sample DA Form 4754

**EMPLOYEE REPORT OF
ALLEGED UNSAFE OR UNHEALTHFUL WORKING CONDITIONS**

For use of this form, see AR 385-10; the proponent agency is Office of The Inspector General.

This form is provided for the assistance of any complainant and is not intended to constitute the exclusive means by which a complaint may be registered with the local Safety Office (Ref OSHA Poster on rights of employees and their representatives).

The undersigned (check one)

Employee Representative of employees Other (Specify) _____

believes that a job safety or health hazard exists at the following place of employment

Technical Services Library (Main Room), Bldg 6001, School Brigade

Does this hazard(s) immediately threaten serious physical harm? Yes No

If "yes" checked, immediately contact your supervisor or safety representative. **I did, but he didn't fix it (Union too)**

Name of official in charge **Mr. M. Rostopovich** Telephone **x6510**

Operation/Activity **Library**

Exact location of worksite **The whole main room, especially near the air conditioning vents**

1. Kind of operation **Shelving and signing out publications, helping patrons**

2. Describe briefly the hazard which exists there including the appropriate number of employees exposed to or threatened by such hazard
White powder blows down from the ceiling when the air conditioning runs. Sometimes it gets all over the desks. A lot of people say it might be asbestos, but no one will check and tell us for sure. Only 4 of us work in the room, but a lot of patrons come through.

3. List by number and/or name the particular occupational safety and health standard(s) which may have been violated, if known
I don't know, but I know it's against the law.

4. (a) To your knowledge, has this hazard been the subject of any union/management grievance or have you (or anyone you know) otherwise called it to the attention of, or discussed it with the employer or any representative thereof? **I don't think so.**

(b) If so, please give the results thereof, including any efforts by management to eliminate or reduce the severity of the hazard
The supervisor says it can't be asbestos, cause the building is too new.

5. Please indicate your desire:

I do not want my name revealed to the official in charge.

My name may be revealed to the official in charge.

WORK LOCATION Technical Services Library, Bldg 6001	TELEPHONE NO. x6510	DATE 3 Dec 88
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TYPED OR PRINTED NAME OF EMPLOYEE OR EMPLOYEE REPRESENTATIVE Ms. Louise Morra	SIGNATURE 
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DA FORM 1 OCT 78 4755

Figure 4-4. Sample DA Form 4755

Chapter 5 Standard Safety Staff Functions and Tasks

5-1. General

Each safety staff in the Army has numerous basic functions and tasks. This chapter lists those safety staff functions and tasks that are standard to all safety offices.

5-2. Standard safety staff functions and tasks

Standard safety staff functions and tasks are shown below. The safety staff—

a. Functions as the principal staff advisers, technical consultants, and coordinators to the commander and the staff in planning, organizing, directing, and evaluating all safety and occupational health efforts within the command.

b. Provides guidance for establishing and implementing plans, policies, and procedures for conducting safety and occupational health activities at all levels of command.

c. Provides interpretation of safety and occupational health policies and procedures.

d. Budgets for resources necessary to conduct safety activities.

e. Provides technical and professional assistance to eliminate or control unsafe behavior and environments.

f. Assists subordinate commanders and supervisors in determining the numbers and qualifications of personnel necessary to ensure an effective safety program.

g. Assists subordinate commanders and supervisors in developing safety and occupational health training.

h. Determines the need to procure and distribute safety and occupational health promotional and educational materials within the command.

i. Provides technical assistance in accident investigating and reporting to ensure accuracy, completeness, and timeliness. Reviews accident reports to ensure they comply with AR 385-40.

j. Collects, analyzes, and disseminates data concerning the accident experience of the command and subordinate elements. Prepares progress reports of accident prevention and occupational health activities and other reports and studies required by higher authority.

k. Develops recommendations for corrective measures where warranted by adverse accident rates or trends, hazardous conditions or procedures, and other deficiencies.

l. Ensures that adequate safe practices and safe physical standards are incorporated in operating procedures, manuals, directives, and other instructions.

m. Reviews plans for proposed demonstrations, exhibits, exercises, or contingencies to ensure the safety and occupational health of Army personnel and the public.

n. Provides loss control material and ensures high-quality training for civilian and military staff personnel at all levels.

o. Provides direction for the safety and occupational health segment of the civilian career program.

p. Maintains close liaison with other staff agencies on all relevant safety and occupational health matters.

q. Conducts evaluations and inspections of safety programs and activities.

r. Investigates and analyzes field exercise accidents and other special emphasis areas to determine cause factors and provide appropriate prevention measures.

s. Participates in the planning, conduct, and debrief of exercises. Participates in related activities to include in-process reviews. Ensures the incorporation of safety principles into all field training operations orders.

t. Establishes and maintains liaison with other military services, Federal and civilian agencies, and, where appropriate, host nations to ensure cooperation on matters of mutual concern.

u. Develops policies, standards, and procedures for implementing accident prevention efforts as listed in paragraph 2-1.

v. Maintains appropriate Army safety regulations, directives, messages, and publications in a reference library.

w. Manages the conduct of safety and occupational health advisory councils.

x. Participates in MACOM/Installation Planning Boards to ensure that safety considerations are presented in Master Planning, MCA, and OMA project approvals and work order prosecutions.

Chapter 6 Protective Clothing and Equipment Program

6-1. General

Commanders at all levels will ensure that—

a. Qualified safety and health personnel evaluate workplaces, operating procedures, and hazardous material data to determine work hazards and health risks. SOPs or job safety breakdown sheets will include any exposure restrictions or requirements for PCE noted in this evaluation. These restrictions or requirements will be discussed with the civilian personnel office for inclusion in job descriptions as a condition of employment.

b. Each hazardous area is marked to inform personnel of the major work hazards or health risks involved and the PCE needed.

c. Proper medical evaluations are conducted to determine worker capability to perform assigned tasks when respirators or other PCE might result in additional physiological stress. Baseline and periodic medical surveillance examinations are performed in accord with AR 40-5.

d. Procedures are established to train personnel in the requirements for selection, use, inspection, and care of PCE. The dates, equipment discussed, and personnel attending will be recorded for each training session and appropriate entries will be included in the employees' personnel files.

e. A PCE maintenance program is provided for all recoverable equipment according to DA Pam 385-3 and the AR 750-series. This will include cleaning, disinfecting, replacing unserviceable parts, periodic inspection by qualified persons, and proper storage to protect against environmental conditions that might contaminate the PCE or lessen its effectiveness.

f. Local safety and health committees and employee representatives participate in reviewing the selection and training process for the use of PCE.

g. PCE is selected and inspected for proper fit and operation at the time of issue to the employee by proper medical personnel.

h. The prescribed use of PCE is complied with. In the case of noncompliance, necessary corrective action, as appropriate, will be initiated to ensure compliance.

6-2. Authority for purchase and issue

a. The purchase and maintenance of special and safety clothing and equipment for the protection of personnel in assigned tasks is authorized by DODI 6055.1 and DODI 6055.2.

b. When required, PCE will be furnished by the unit or activity at no cost to personnel. Purchases of PCE will be funded from appropriated fund accounts available at the installation or activity. Nonappropriated fund activities will provide PCE from their own funds unless authorized by appropriated fund sources or provided for in a host-tenant agreement.

c. For Army personnel, the following provide authorization and guidance for the issuance of PCE.

(1) Common table of allowances (CTA) 8-100, CTA 50-900, CTA 50-909, and CTA 50-970.

(2) DA Pam 385-3.

(3) TB MED 501.

(4) TB Med 502.

6-3. Use of PCE by visitors and transients

All visitors and transients will be required to comply with PCE

requirements of the work location. The host, guide, or area supervisor will inform them of the requirements and provide them with the proper PCE for the hazard.

6-4. Acquisition of PCE

a. PCE will be issued as standard items (see glossary) only when it—

(1) Has been successfully tested for Army use using criteria authorized by the Assistant Secretary of Defense (Manpower, Reserve Affairs, and Logistics) (DODI 6055.2).

(2) Conforms to OSHA, NIOSH, or other national standards agency requirements.

b. Standard items of PCE will be requisitioned through normal supply channels as prescribed in AR 708-1, AR 710-2, and AR 725-50.

c. Requests for PCE items not contained in the CTAs or tables of distribution and allowances (TDAs) will be sent through command channels to the activity responsible for approval (AR 310-34, chap 3). Requests will include complete justification of need for each item. Local purchase authority is granted for some nonstandard items (see glossary) in accordance with the CTAs. Local purchase authority also is granted for PCE needed for emergency situations where early action must be taken to prevent occupational injury or death. Such local purchases will be followed up with changes to the CTA or TDA.

d. Installation safety and health personnel will review the requirement for proposed purchases of standard and nonstandard PCE to ensure that the equipment will adequately reduce the hazard or risk to personnel.

e. Defects or problems associated with the PCE will be reported to the supply agency. If the defects are associated with equipment supplied by General Services Administration, the problems will be reported to the Commander, U.S. Army Safety Center, ATTN: CSSC-PR, Fort Rucker, AL 36362-5363.

6-5. Environmental differential pay

Environmental differential pay for civilian employees, when warranted, does not relieve the commander of the responsibility to provide appropriate PCE and to continue efforts to eliminate or reduce any hazardous conditions that justify such pay. Conversely, the requirement to wear PCE in any particular work environment does not, of itself, provide justification for environmental differential pay.

6-6. Issuance of PCE and recordkeeping

a. Safety footwear and prescription of safety eyewear will be issued according to the CTA and AR 40-61 to military and civilian personnel as nonrecoverable property. AR 40-63 and AR 40-5 outline surgeons' responsibilities for providing eye examinations before issuing prescription safety eyewear to Army personnel. Records of issuance of these items will be maintained as follows:

(1) *Military personnel.*

(*a*) *Safety shoes.* DA Form 3645 (Organizational Clothing and Individual Equipment Record) (AR 710-2).

(*b*) *Prescription safety eyewear.* Appropriate health records.

(2) *Civilian personnel.* Records of the property accountability or supply issuance officer.

b. All recoverable items of PCE designated as organizational clothing and equipment in the CTA will be entered in the issue point property book and issued to personnel according to AR 710-2.

c. For employees temporarily exposed to hazards, it is acceptable to issue safety goggles that can be worn around the individual's personal eyewear in place of providing prescription safety eyewear. Commanders may issue prescription safety eyewear to temporary employees if the use of goggles is determined to be impractical.

d. Special note will be made on accident reports where the nonuse, misuse, or malfunction of PCE contributed to the injury or accident.

6-7. Issuance of special clothing and equipment to Army civilians

a. Special clothing and equipment includes clothing and equipment needed for the protection of personnel to perform their assigned tasks efficiently under extreme conditions or situations. These include but are not limited to heat, cold, wetness, pressure, environmental pollution (for example, toxic or hazardous gases, vapors, fumes, or materials); deleterious animal, insect, parasitic, or amoebic life; or any combination of these conditions.

b. Commanders are authorized to requisition and issue special clothing and equipment on a temporary loan basis from any inventories, other than those of the Army Stock Fund, to all direct-hire civilian employees. The following criteria must be met:

(1) The use of special clothing and equipment would serve a military purpose.

(2) The purchase of such clothing and equipment from commercial sources would not be practicable or would cause undue hardship on the individual concerned.

(3) The clothing and equipment issued would be returned to the issuing organization when no longer required.

Appendix A References

Section I Required Publications

AR 5-3

Installation Management and Organization. (Cited in paras 2-1 and 2-1b.)

AR 5-9

Interservice Support Installation Area Coordination (Cited in para 2-1j.)

AR 40-5

Preventive Medicine. (Cited in paras 1-4g(1), 1-4h(1), 6-1c, and 6-6a.)

AR 385-9

Safety Requirements for Military Lasers. (Cited in para 2-1d(14).)

AR 385-11

Ionizing Radiation Protection. (Cited in para 2-1d(14).)

AR 385-16

System Safety Engineering and Management. (Cited in paras 2-1d(12), 2-1d(13) and 3-8d).

AR 385-40

Accident Reporting and Records. (Cited in paras 1-4c(10), 2-1d(10) and 4-2g).

AR 385-55

Prevention of Motor Vehicle Accidents. (Cited in para 2-1d(2).)

AR 385-62

Regulations for Firing Guided Missiles and Heavy Rockets for Training, Target Practice and Combat. (Cited in para 2-1d(3).)

AR 385-63

Policies and Procedures for Firing Ammunition for Training, Target Practice and Combat. (Cited in para 2-1d(3).)

AR 385-64

Ammunition and Explosives Safety Standards. (Cited in para 2-1d(4).)

AR 385-95

Army Aviation Accident Prevention. (Cited in para 2-1d(8).)

Section II Related Publications

A related publication is merely a source of additional information. The user does not have to read it to understand this regulation.

AR 10-5

Department of the Army

AR 40-10

Health Hazard Assessment Program in Support of the Army Materiel Acquisition Decision Process

AR 40-61

Medical Logistics Policies and Procedures

AR 40-63

Ophthalmic Services

AR 50-6

Nuclear and Chemical Weapons and Material Chemical Surety

AR 70-25

Use of Volunteers as Subjects of Research

AR 70-62

Airworthiness Qualification of U.S. Army Aircraft Systems

AR 75-1

Malfunctions Involving Ammunition and Explosives

AR 310-34

The Department of the Army Equipment Authorization and Usage Program

AR 385-14

Accident/Incident Report-Shipments of Conventional Explosives and Dangerous Articles by Commercial Carriers

AR 385-15

Water Safety

AR 385-26

Use of Explosives and Pyrotechnics in Public Demonstrations, Exhibitions and Celebrations

AR 385-30

Safety Color Code Markings and Signs

AR 385-42

Investigation of NATO Nation Aircraft or Missile Accidents and Incidents.

AR 385-60

Coordination with Department of Defense Explosives Safety Board

AR 385-61

Safety Studies and Reviews of Chemical Agents and Associated Weapons Systems

AR 385-65

Identification of Inert Ammunition and Ammunition Components

AR 385-80

Nuclear Reactor Health and Safety Program

AR 420-90

Fire Protection

AR 672-74

Army Accident Prevention Awards

AR 700-141

Hazardous Material Information System

AR 708-1

Cataloging and Supply Management Data

AR 710-2

Supply Policy Below the Wholesale Level

AR 750-10

Modification of Materiel and Issuing Safety-of-Use Messages and Commercial Vehicle Safety Recall Campaign Directive

AR 752-50

System Requisitioning, Receipt, and Issue System

DA Pam 385-3

Protective Clothing and Equipment

DODI 6055.1

DOD Occupational Safety and Health Program (FM&P)

DODI 6055.2

Personal Protective Equipment

EM 385-1-1

U.S. Army Corps of Engineers Safety and Health Requirements Manual

TB Med 501

Occupational and Environmental Health - Hearing Conservation

TB Med 502

Occupational and Environmental Health—Respiratory Protection Program

TB Med 503

The Army Industrial Hygiene Program

TB 700-2

Department of Defense Explosives Hazard Classification Procedures

Section III

Prescribed Forms

DA Form 4753

Notice No. of Unsafe or Unhealthful Working Conditions. (Cited in paras 4-1h and i.)

DA Form 4754

Violation Inventory Log. (Cited in para4-1j.)

DA Form 4755

Employee Report of Alleged Unsafe or Unhealthful Working Conditions. (Cited in para 4-4a.)

DA Form 4756

Installation Hazard Abatement Plan (Cited in paras 4-1h and 4-1k.)

DD Form 2272

DOD Occupational Safety and Health Protection Program(Cited in para 2-2d.)

Section IV

Referenced Forms

DA Form 285

U.S. Army Accident Investigation Report

DA Form 3645

Organization Clothing and Equipment Record

Glossary

Section I Abbreviations

AMC

U.S. Army Materiel Command

ARNG

Army National Guard

ASA(I&L)

Assistant Secretary of the Army (Installations & Logistics)

ASARC

Army System Acquisition Review Council

CG

Commanding General

CSA

Chief of Staff, U.S. Army

CTA

common table of allowances

DA

Department of the Army

DASAF

Director of Army Safety

DCSLOG

Deputy Chief of Staff for Logistics

DCSOPS

Deputy Chief of Staff for Operations and Plans

DCSPER

Deputy Chief of Staff for Personnel

DOD

Department of Defense

DOL

Department of Labor

DOT

Department of Transportation

EER

enlisted evaluation report

ETS

emergency temporary standard

FORSCOM

Forces Command

HQDA

Headquarters, Department of the Army

HSC

U.S. Army Health Services Command

MACOM

major Army command

MANPRINT

Manpower and Personnel Integration

MCA

Military Construction, Army

MEDCOM

Medical Command

MTMC

Military Traffic Management Command

NIOSH

National Institute for Occupational Safety and Health

OCSA

Office of the Chief of Staff, U.S. Army

OER

officer evaluation report

OH

occupational health

OMA

Operation and Maintenance, Army

OSH

occupational safety and health

OSHA

Occupational Safety and Health Administration

OSHAct

Occupational Safety and Health Act of 1970

PCE

protective clothing and equipment

QCS

quality control subcommittee

RAC

risk assessment code

RDTE

research, development, test, and evaluation

ROTC

Reserve Officers' Training Corps

SASOHI

Standard Army Safety and Occupational Health Inspection

SOFA

Status of Forces Agreement

SOP

standing operating procedure

TDA

tables of distribution and allowances

TOE

Tables of Organization and Equipment

TRADOC

U.S. Army Training and Doctrine Command

TSG

The Surgeon General

USACE

U.S. Army Corps of Engineers

USAEHA

U.S. Army Environmental Hygiene Agency

USAR

U.S. Army Reserve

USASC

U.S. Army Safety Center

Section II Terms

Abate

To eliminate or reduce an OSH hazard by complying with OSH standards criteria or taking equivalent protective measures.

Closed area

A controlled area established to safeguard classified material that, because of its size or nature, must be safeguarded by controlling access.

Cognizant security office

The Defense Contract Administration Services Region of the Defense Logistics Agency having contract administration services jurisdiction over the geographical area in which the contractor workplace is located (18 USC 795, para 1-211).

Consultation with representatives of employees

Includes written or oral consultations or conferences with employees or their representatives including, when applicable, negotiations or other dealings with labor organizations that represent such employees.

Contracting officer

A designated officer who performs administrative functions listed in the Federal Acquisition Regulation.

DA contractor

A non-Federal employer engaged in performance of a DA contract, whether as prime contractor or subcontractor.

DA installation

A grouping of facilities located in the same vicinity that supports particular DA functions. Installations may include locations such as posts, camps, stations, or communities and land and improvements permanently affixed thereto which are under the DA control and used by Army organizations. Where installations are located contiguously, the combined property is designated as one installation and the separate functions as activities of that installation. In addition to those used primarily by troops, the term "installation" applies to such real properties as depots, arsenals, ammunition plants (both

contractor and Government operated), hospitals, terminals, and other special mission installations.

DA personnel

a. Civilian. Includes Senior Executive Service, General Manager, General Schedule, and Wage Grade employees including National Guard and Reserve technicians); Non-appropriated Fund employees; Youth/Student Assistance Program employees, and foreign nationals directly employed by DOD components.

b. Military. Includes all military personnel on active duty, Reserve or National Guard personnel on active duty or on drill status, service academy midshipmen or cadets, Reserve Officer Training Corps cadets when engaged in directed training activities, and foreign national military personnel assigned to DOD components.

Evaluation

A specialized inspection designed to determine the effectiveness of a unit's safety and health program.

Exclusive Federal jurisdiction

(Otherwise termed "exclusive legislative jurisdiction.") Applies to situations where the Federal Government has received, by whatever method, all the authority of the State, with no reservation made to the State, except of the right to serve process resulting from activities that occurred off the land involved.

Federal OSHA official

Investigator or compliance officer employed by, assigned to, or under contract to OSHA.

Imminent danger

Conditions or practices in any workplace that pose a danger that reasonably could be expected to cause death or severe physical hardship before the imminence of such danger could be eliminated through normal procedures.

Inspection

The process of determining compliance with safety and health standards through formal and informal surveys of workplaces, operations, and facilities.

MANPRINT

The process of integrating the full range of human factors engineering, manpower personnel, training, health hazard assessment, and system safety to improve soldier performance and total system performance throughout the entire materiel development and acquisition process.

Occupational hazard

Conditions, procedures, and practices directly related to the work environment that create a potential for producing occupational injuries or illnesses.

Qualified safety and health personnel

Includes persons who meet Office of Personnel Management standards for Safety and Occupational Health Manager/Specialist, GS-018, and Safety Engineer, GS/GM-803. Other job specialties will provide support in their respective specialty areas (for example, Safety Engineering Technician, GS-802; Safety Technician, GS-019; Aviation Safety Officer, GS-1825; Air Safety Investigating Officer, GS-1815; Fire Protection Engineer, GS-804; Fire Protection Specialist/Marshal, GS-081; Medical Officer, GS-602; Health Physicist, GS-1306; Industrial Hygienist, GS-690; Occupational Health Nurse, GS-610; Environmental Health Technician, GS-699; or other personnel determined to be equally qualified as compared to the above Office of Personnel Management standards.

Risk assessment

An expression of potential loss in terms of hazard severity, accident probability, and exposure to hazard.

a. Hazard severity. An assessment of the expected consequence, defined by degree of injury or occupational illness that could occur from a hazard. A hazard is coded by an uppercase Roman numeral according to the criteria in table 3-1.

b. Accident probability. An assessment of the likelihood that, given exposure to a hazard, an accident will result. Accident probability is coded by an uppercase letter according to the criteria in table 3-2.

c. Exposure to hazard. An expression of personnel exposure that considers the number of persons exposed and the frequency or duration of the exposure.

Risk assessment code

An expression of the risk associated with a hazard that combines the hazard severity and accident probability into a single Arabic numeral as shown in table 3-3.

Standard items

Items normally stocked and issued by the Army and listed in DA supply publications with an established stock number and nomenclature.

State OSHA official

An investigator or compliance officer employed by a State that has an OSHA-approved OSH plan.

Workplace

a. Nonmilitary-unique workplaces and operations. DA military and civilian workplaces and operations that are similar to those of private industry. Examples include facilities used for and work performed in the repair and overhaul of vessels, aircraft, or vehicles (except for equipment trials); construction; supply services; civil engineering or public works; medical services; and office work.

b. Military-unique equipment, systems, operations, or workplaces.

(1) Equipment and systems that are unique to the national defense mission, including the

operation, testing, and maintenance procedure dictated by design configuration. Examples are military weapons, aircraft, ships, submarines, missiles and missile sites, early warning systems and sites, military space systems, ordnance, tanks, and tactical vehicles.

(2) Operations or workplaces that are uniquely military, such as field maneuvers; combat training; naval operations; military flight and missile operations; associated research, test and development activities; and actions required under emergency conditions.

(3) Toxic chemical munitions/agents storage, maintenance, and demilitarization.

c. DA contractor workplace. Any place including a reasonable access route to and from where work has been, will be, or is being performed by contractor employees under a DA contract. DA contractor workplace does not include any area, structure, machine, apparatus, device, equipment, or material therein with which the contractor employee is not required or reasonably expected to have contact; nor does it include any working condition for which OSHA jurisdiction has been preempted pursuant to section 4(b)(1) of Public Law 91-596

Section III Special Terms

There are no special terms.

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