



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5100.3A
B 103
23 Dec 04

MARINE CORPS BASE ORDER 5100.3A

From: Commander
To: Distribution List

Subj: INDUSTRIAL HYGIENE SERVICES

Ref: (a) 29 CFR 1910 (NOTAL)
(b) 29 CFR 1926 (NOTAL)
(c) DoDInst 6055.5
(d) OPNAVINST 5100.23G
(e) NEHC-TM-91-2 (NOTAL)

1. Purpose. To list industrial hygiene services available aboard MCB Quantico.
2. Cancellation. MCBO 5100.3.
3. Summary of Revision. This revision contains significant changes and should be reviewed in its entirety.
4. Policy
 - a. The Health Care Advisor will provide certain industrial hygiene services to DON activities aboard MCB Quantico.
 - b. As safety and health manager, the Director, Safety Division is responsible for implementation and management of industrial hygiene programs.
 - c. Operations aboard MCB Quantico will be performed in compliance with the industrial hygiene requirements outlined in references (a) and (b).
5. Background
 - a. Industrial hygiene comprises the components of occupational safety and health; it encompasses the recognition, evaluation, and control of employee exposure to chemical, physical, and biological hazards in the workplace.
 - b. Reference (c) requires all DoD activities to receive regular industrial hygiene surveys.

c. Reference (d) requires heads of naval medical activities to provide certain industrial hygiene services including surveys to DON activities.

d. References (d) and (e) list the format for industrial hygiene surveys and reports provided by personnel of naval medical activities.

6. Action

a. Commanding Officers, Division Directors, and Activity Heads

(1) Implement the activity's program consistent with the applicable requirements of references (a) and (b).

(2) Cooperate with the Senior Industrial Hygienist, Naval Health Clinic, Quantico in the scheduling and completing industrial hygiene surveys, including the performance of followup air sampling needed to quantify employee exposure.

(3) Within 30 days of receipt of the survey report, forward a letter describing actions completed or planned in response to the survey.

(4) Provide alpha rosters quarterly of all personnel identified in the IH survey that require medical surveillance in addition to those requiring certification exams to Occupational Health. Assist in timely schedule of those appointments.

(5) In order to limit employee exposure, comply with recommendations found in the survey including the following:

(a) Replace hazardous materials with less hazardous materials when feasible,

(b) Implement and maintain engineering controls, and

(c) Supply appropriate personal protective equipment to employees in need.

b. Health Care Advisor

(1) Upon request, make recommendations to the Director, Safety Division on the establishment and maintenance of industrial hygiene programs.

(2) Perform regular comprehensive industrial hygiene surveys of MCB Quantico and tenant DON activities, assessing all hazardous exposures and evaluating program administration.

(a) Survey sites with recognized occupational health hazards identified as Hazard Category I annually. Survey other sites once every 2, 3, or 4 years, depending on need.

(b) Provide survey reports to the survey site.

(3) Perform investigative site visits required to make industrial hygiene assessments.

(4) Upon request, review plans for new and existing facilities to ensure compliance with occupational health standards.

(5) Perform industrial hygiene related air or noise sampling.

(6) Provide other industrial hygiene technical assistance as needed.

c. Director, Safety Division. Implement and manage industrial hygiene programs.

d. Assistant Chief of Staff, G-5

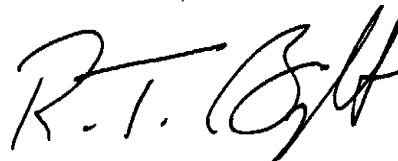
(1) Coordinate with the Industrial Hygiene Division to ensure engineering controls are designed per applicable standards, and function so as to limit employee exposure to levels established in references (a) and (b).

(2) Ensure contracts for all safety and health concerns by the Senior Industrial Hygienist, Naval Health Clinic, Quantico before execution.

7. Applicability

a. This order is applicable to all MCCDC, MCB, and DON tenant activities.

b. The provision of this order may not be implemented for civilian employees covered by a negotiated labor agreement until bargaining obligations, if any, under the Federal Labor Management Relations Statute (chapter 71 of 5 U.S.C.) are met.



R. T. BRIGHT
Chief of Staff

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