

Reclamation Manual

Directives and Standards

Subject: Occupational Safety and Health – Exposure Assessment

Purpose: To establish processes for health hazard assessment, exposure monitoring, recordkeeping, and reporting into all Bureau of Reclamation (Reclamation) organizational components which will enable more efficient utilization of Reclamation resources in order to protect the health of our employees.

Authority: 29 CFR 1910; Department of the Interior Safety and Health Manual, 485 DM

Contact: Safety and Health Services, D-7600

1. **Program Direction.** The following health hazard assessment, exposure monitoring, recordkeeping, and reporting activities will be implemented by all Reclamation organizational components, unless exempted by Reclamation's Designated Agency Safety and Health Official (DASHO).
2. **Health Hazard Assessment.**
 - A. **A Written Health Hazard Assessment** will be incorporated into the job hazard analysis for operations which:
 - (1) Use materials with toxic, reactive, or radiological properties;
 - (2) Have personnel using respirators, chemical resistant clothing, or chemical resistant gloves;
 - (3) Require grinding, crushing, cutting, blasting, or other abrasive process on materials which have toxic or reactive components;
 - (4) Require welding, brazing, cutting, or other process which volatilize materials;
 - (5) Require application of coating materials, such as paints or resins with toxic components;
 - (6) Require application of pesticides/herbicides;
 - (7) Expose persons to noise levels which exceed 85 dBA 8-hour Time Weighted Average (TWA) using Occupational Safety and Health Administration (OSHA) criteria;
 - (8) Require entry into a confined space where atmospheric hazards exist;

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(9) Include personnel in a medical surveillance program associated with the operation;
or

(10) Are specified by Safety and Health Services, Reclamation Service Center (RSC).

B. Managers/Supervisors/Leaders/Contracting Officers Will:

(1) Ensure that a written health hazard assessment is incorporated into the job hazard analysis prior to engaging in operations with conditions specified in section 2A. of this directive.

(2) Ensure health hazard assessments are reviewed by a safety and health official.

(3) Maintain a permanent file of job hazard analyses which have incorporated health hazard assessments.

(4) Provide the means for employees to understand the written job hazard analysis and standard operating procedure for their tasks prior to engaging in operations with conditions covered by section 2A. of this directive.

(5) Hold each employee accountable for adhering to the standard operating procedures for operations covered by section 2A. of this directive.

C. Safety and Health Officials Will:

(1) Review job hazard analysis with health hazard assessments.

(2) Review exposure monitoring protocols incorporated into the health hazard assessment to determine correctness.

(3) Establish specific exposure monitoring recordkeeping elements.

3. Exposure Monitoring. Managers/Supervisors/Leaders will:

A. Ensure employee exposure has been characterized prior to conclusion of an operation covered by section 2A. of this directive.

B. Ensure monitoring results are communicated to the affected employees.

4. Recordkeeping. Managers/Supervisors/Leaders will ensure that monitoring records are permanently maintained with adherence to recordkeeping directives.

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5. **Reporting.** Each region, the Commissioner's Office, and the RSC will submit to Safety and Health Services, RSC, an annual exposure monitoring report by November 15 which accounts for each instance of personal noise exposure monitoring which exceeds 85 dBA 8-hour TWA using the OSHA criteria, or personal airborne exposure monitoring which exceeds 50 percent of the applicable exposure limit. The reported elements will be:
- A. Duty station.
 - B. Project description.
 - C. Employee's job description.
 - D. Hazard sampled.
 - E. Exposure.
 - F. Applicable exposure limit.