Department of Energy

Washington, DC 20585

December 11, 2000

MEMORANDUM FOR ALL HEADQUARTERS FEDERAL EMPLOYEES

FROM: DAVID MICHAELS, PhD, MPH
ASSISTANT SECRETARY
ENVIRONMENT, SAFETY AND HEALTH

SUBJECT: Applicability of Title 10 Code of Federal Regulations, Part 850, Chronic Beryllium Disease Prevention Program, to Headquarters Federal Employees

As you may be aware, the Department is in the process of implementing 10 CFR Part 850, a new rule to address occupational exposure to beryllium. Beryllium is a metal that was widely used by the Department in nuclear operations and processes. Inhalation of beryllium dust or particles may cause Chronic Beryllium Disease (CBD). Some of the first symptoms of CBD include shortness of breath, fatigue, coughing, chest pain, and expected weight loss.

The provisions of 10 CFR 850 applies to the Department of Energy (DOE) Federal employees, including Headquarters Federal employees. Some Headquarters employees may have assumed that 10 CFR 850 does not apply to Headquarters Federal employees because beryllium activities are not conducted at Headquarters. Normally this assumption would be correct, since except for a few DOE-operated facilities, DOE Federal employees are not usually directly involved in production tasks or other activities in which they would be exposed to airborne concentrations of beryllium. In some cases, however, this may not be correct. Accordingly, I am asking each of you to re-evaluate your situation as it relates to the requirements of 10 CFR Part 850.

Section 850.2 (a)(3) of the rule's applicability provision states that the beryllium rule applies to any current DOE employee who is or was exposed or potentially exposed to beryllium at a DOE facility. This includes any Headquarters Federal employee:

(1) who in the past may have been employed at another DOE facility where beryllium was present;

(2) who in the past visited a DOE facility where there was a potential for exposure to airborne concentrations of beryllium; or

(3) who currently visits a DOE facility where there is a potential for exposure to airborne concentrations of beryllium.

This provision makes it necessary to identify these employees and their exposure or potential for exposure to beryllium.

10 CFR 850.34 requires your supervisor to offer you medical surveillance if you may have been exposed or potentially exposed to beryllium while working at any DOE facility. To ensure that you receive consistent medical surveillance, on July 11, 2000, I designated Dr. John M. Richards as the Site Occupational Medical Director (SOMD) and Ms. June Robinson as the Technical Administrator of the program for current DOE Federal and contractor Headquarters employees who are at risk for CBD due to work at a DOE facility. Some supervisors have initiated medical surveillance because they were aware of their employees' potential for exposure to beryllium. While your participation is voluntary, it is important that you provide the information needed to determine your risk for exposure so that, if appropriate, your supervisor can refer you to the SOMD for medical evaluation.

In order to assist you and your supervisor in meeting the requirements of 10 CFR Part 850, my staff has prepared the following materials:

(1) a chronic beryllium disease fact sheet (Attachment 1) for DOE Federal employees;

(2) a beryllium work history questionnaire (Attachment 2) to assist your supervisor and the safety and health professionals in identifying those employees covered by the rule;

(3) a list of sites (Attachment 3) to assist you in determining if you worked at a site known to have current or past beryllium activities.

Also attached is a health and safety work assessment questionnaire (Attachment 4) that my office has developed which managers and safety and health professionals may find helpful in identifying their employees' risk for being exposed or potentially exposed to beryllium or other workplace hazards.

The information received from the attached questionnaires will assist your supervisor and the safety and health professional in: (1) identifying the number of employees requiring referral to the SOMD for medical evaluation; and (2) determining the cost of the medical surveillance program so appropriate funds can be allocated. This information will also assist your supervisor in complying with 10 CFR 850.25, which requires minimizing the number of employees being exposed to beryllium. This will allow your supervisor to determine and manage the number of employees that must perform their assigned duties in areas where there is a potential for exposure to airborne concentrations of beryllium.

I would encourage you to complete the questionnaires (Attachments 2 and 4) and return them to EH-52 by January 29, 2001. Additional instructions have been provided directly on the questionnaires for you to complete the process. My staff is available to provide your supervisor with the safety and health technical assistance that is needed in determining your risk for exposure. Your cooperation is essential in order to ensure that

you receive timely and appropriate medical surveillance, and to assist the Department in ensuring the early detection of disease caused by exposure to beryllium or other workplace hazards.

Please contact Ms. Jacqueline Rogers at 301-903-5684 or jackie.rogers@eh.doe.gov if you have any questions or need additional information concerning this issue. Also, I encourage you to visit our beryllium website at http://tis.eh.doe.gov/be for a copy of the rule, guidance, and information on beryllium and CBD.

4 Attachments

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ATTACHMENT 1
Chronic Beryllium Disease Fact Sheet
For
Department of Energy Federal Employees

What is chronic beryllium disease?

In the late 1940's researchers identified beryllium, an essential metal used widely by the DOE, as a lung irritant that causes a pneumoconial disorder, chronic beryllium disease (CBD). CBD is a chronic, progressive, mostly irreversible pneumoconiosis, or scarring of the lungs. Breathing in beryllium dust or particles may cause CBD. This occurs in about 1 to 3 percent of exposed people. Conversely, about 97 to 99 percent of exposed people do not contract CBD. This is because CBD only occurs in individuals who become "allergic" or sensitized to beryllium upon exposure. Medical studies show that even extremely small amounts of inhaled beryllium particles may trigger an allergic response in predisposed individuals. There is currently no available test or screening method to identify who will become sensitive to beryllium before an exposure occurs. CBD is seen only in individuals who have experienced some exposure to beryllium particles, dust, or fumes.

To date, about 140 current and former employees of DOE sites have been diagnosed with CBD, and more than 300 employees have become sensitized to beryllium. Some of the first symptoms of CBD include shortness of breath, fatigue, coughing, chest pain, and unexpected weight loss. The onset of symptoms is extremely variable. Symptoms can appear in as little time as a few months after exposure to airborne beryllium or it may take decades to show up after sensitization to this metal. Further, the disease can occur after exposure has stopped. Note, in some cases, CBD has been diagnosed in former office employees and others who had only brief, incidental exposure to airborne beryllium.

CBD is a treatable disease. The treatment of CBD is directed toward the reduction of the lung's inflammatory response to the beryllium particles, thus minimizing the possibility of lung damage. In certain instances, the pulmonary inflammation may stabilize or regress with cessation of exposure or certain immunosuppressive therapy. Medical surveillance programs, that include a special blood test, can identify people who have become sensitive to beryllium but are not sick with CBD. These "sensitized" individuals should be medically evaluated regularly so that treatment can begin as soon as possible, if symptoms begin to show up.

What has DOE done to prevent the incidence of CBD in current employees?

The objectives of the DOE regulation are to reduce the number of employees currently exposed to beryllium at DOE facilities, minimize the levels of exposure to employees that

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What has DOE done to prevent the incidence of CBD in current employees?

The objectives of the DOE regulation are to reduce the number of employees currently exposed to beryllium at DOE facilities, minimize the levels of exposure to employees that

continue to work with beryllium, and establish medical surveillance to ensure early detection of the disease. The rule:

- Requires that both DOE and its contractors establish written chronic beryllium disease prevention programs describing the tasks involving beryllium that can be performed, the exposure reduction and minimization measures, and goals for further reductions; and

- Establishes several specific program requirements that embody a comprehensive program of good safety and health practices that must be followed to prevent further incidence of CBD and medically follow people who have signs or symptoms of the disease.

Why should Headquarters Federal employees be concerned about beryllium?

It would be natural to assume that CBD is not a threat and that 10 CFR Part 850 does not apply to Headquarters Federal employees because no activities involving beryllium are conducted here. This assumption may not be correct because Federal employees may have past or future exposures at DOE sites. There are instances where DOE Federal employees have been diagnosed to have signs or symptoms of CBD and participate in the DOE voluntary medical surveillance program. These employees may have worked at or visited a DOE site where they received exposure to airborne beryllium. Their supervisors, following recommendations by safety and health professionals, referred them to the Site Occupational Medical Director (SOMD) for a medical evaluation because they became aware of the employees' potential prior exposures to airborne beryllium. Many Headquarters Federal employees routinely visit DOE sites to conduct oversight and observe activities being conducted for their programs as a part of their job. These people may receive exposures during these visits.

What are Federal employees' rights and responsibilities under the beryllium rule?

Federal employees have a right to work in safe and healthful work environments both at their official duty station and when traveling on official business. This means that any potential airborne beryllium at DOE sites must be evaluated and under control. Federal employees, of course, must follow all site safety procedures. Federal employees should take advantage of opportunities to become informed about CBD risks and keep their supervisors informed of situations where exposure to airborne beryllium is possible.

DOE is offering medical screening and surveillance to its federal employees who have risk factors for CBD as determined by the SOMD. The first step in this process is completing a work history survey which safety and health professionals evaluate for the risk factors. The work history, screening, and surveillance are voluntary but DOE strongly encourages employee participation.

What are supervisors' responsibilities for addressing employees' health risks from past or future beryllium exposure?

Supervisors are responsible for the safety and health of employees under their supervision whether the employee is working at the assigned duty station or is working on official travel. With regards to CBD, supervisors should:

- Minimize the number of employees who may be exposed to beryllium while visiting DOE sites;
- Assure that employees who may be exposed to beryllium while visiting DOE sites are properly trained and equipped to minimize their exposure; and if appropriate,
- Refer employees at risk for CBD to the Headquarters Health Unit for a medical evaluation by the SOMD.

The Offices of Management and Administration and Environment, Safety and Health are assisting supervisors in meeting their responsibilities under the rule by providing the necessary technical information, training, and occupational health services. The assistance includes:

- Recommending a survey form for Headquarters federal employees to complete that will identify who may have been exposed, where, and when exposure may have occurred;
- Recommending referral to the SOMD for medical evaluation, based on the survey data;
- Counseling for employees diagnosed with signs or symptoms of CBD; and
- Training on CBD risks and safe work practices.

For additional information

A great deal of information about CBD and a copy of the rule and implementation guidance documents are available at http://tis.eh.doe.gov/be/. For additional information about Headquarters CBD prevention activities, contact Jacqueline D. Rogers, EH, at 301-903-5684.

ATTACHMENT 2
Beryllium Work History Questionnaire

The questions below will assist the safety and health professional in identifying your previous exposure or potential exposure to beryllium at any DOE facility. The list of DOE sites (Attachment 3) should be useful in determining if you performed duties with the potential for airborne exposure to beryllium at a site known to have current or past beryllium activities.

1. Current employment status:
   Federal Employee [ ]
   Contractor Employee [ ]
   National Laboratory Employee [ ]
   Other [ ] Please explain:

2. What is your:
   Organization code:

   Telephone number:

   E-mail address:

3. Have you ever worked or performed oversight duties at any of the sites known to have past or current beryllium activities? Yes [ ] No [ ]

   If yes, list the:
   a. Facility or building(s) you worked in:
   b. Date(s) of your employment:
   c. Your job title:

4. While working at the DOE facility listed above, did you perform oversight activities? Yes [ ] No [ ]

5. While working at the DOE facility, did you visit areas in which beryllium is stored or handled (e.g., rooms, buildings)? Yes [ ] No [ ]

6. While working at the facility listed above, did you handle dusty papers or material? Yes [ ] No [ ]
   If yes, provide location and building number:

7. Do you believe that you were exposed or may have been potentially exposed to airborne concentrations of beryllium at the DOE facility? Yes [ ] No [ ] Don't Know [ ]

8. Are you currently participating in a former or current beryllium worker medical surveillance program? Yes [ ] No [ ]

If yes, give the name and location:

PLEASE RETURN THIS COMPLETED FORM TO EH-52 BY JANUARY 29, 2001

NOTE: By January 29, 2001, please forward the completed form in a sealed envelope to EH-52 marked with the following to ensure the privacy of the information contained on the survey:

"TO BE OPENED BY ADDRESSEE ONLY"
ATTN: Jacqueline Rogers
EH-52, 270CC

The completed form will be reviewed by a safety and health professional who will determine your risk for being exposed or potentially exposed to hazardous substances in your workplace, and if necessary, make a recommendation that you be referred to the Site Occupational Medical Director (SOMD) for medical evaluation to your supervisor.

The completed form will then be forwarded to the SOMD who will determine the appropriate medical surveillance for you. The SOMD or his designee will contact you. Once the form is sent to the SOMD, it becomes a part of your official medical record. Therefore, the SOMD must treat the information on this form and the information collected as a result of the medical surveillance examination as confidential medical information and can use or disclose this information only in conformance with the Privacy Act of 1974, the Americans with Disabilities Act, and other applicable laws.

Privacy Act Statement

Section 19 of the Occupational Safety and Health Act of 1970 (U.S.C. 668) and Executive Order 12196, "Occupational Safety and Health Programs for Federal Employees," (5 U.S.C. 7902 note) authorizes collection of this information. The primary use of this information is by management to determine your workplace exposure; cost of the medical surveillance program so appropriate funds are allocated; and by the health unit's physician to determine the appropriate medical surveillance for you. Additional disclosure of the information may be: To the Department of Labor when processing a claim for compensation regarding a job connected injury or illness; or to a State unemployment compensation office regarding a claim.

Furnishing the information on this form is voluntary, but failure to do so may result in you not receiving appropriate medical surveillance.

The information on this form will be kept in appropriate agency Privacy Act systems of records, such as DOE-33, "Personnel Medical Records," and/or DOE-88, and will be afforded the protection provided by the Privacy Act.

ATTACHMENT 3
DOE Sites Known to Have Current or Past Beryllium Activities

Ames Laboratory

Argonne East

Argonne West

Brookhaven National Laboratory

Energy Technology Engineering Center

East Tennessee Technology Park (K-25)

Fermilab

Hanford

Kansas City

Los Alamos National Laboratory

Lawrence Berkeley National Laboratory

Lawrence Livermore National Laboratory

Mound

Nevada Test Site

New Brunswick

Oak Ridge National Laboratory

Pantex

Princeton Plasma Physics Laboratory

Rocky Flats Environmental Technology Site

Sandia National Laboratory

Savannah River

Stanford Linear Accelerator Center

Stanford

Y-12

DOE Site Name	M & O Contractor	M& O Contractor span dates
Oak Ridge Site (a.k.a. Clinton Engineer Works)		1943 – present
Oak Ridge National Laboratory (a.k.a. Clinton Laboratories)	University of Chicago Monsanto Chemical Company Union Carbide & Carbon Corp. Martin Marietta Energy Systems Lockheed Martin Energy Research Corp.	1943 – 1945 1945 – 1947 1948 – 1984 1984 – 1994 1994 – present
K-25 gaseous diffusion plant (a.k.a. East Tennessee Technology Park)	Union Carbide & Carbon Corp. Martin Marietta Energy Systems Lockheed Martin Energy Systems, Inc.	1943 – 1984 1994 – 1994 1994 – present
Y-12	Tennessee Eastman Corp. (TEC)	1943 – 1947
	Union Carbide & Carbon Corp.	1947 – 1984
	Martin Marietta Energy Systems	1984 – 1994
	Lockheed Martin Energy Systems	1994 – present
Pacific Northwest National Laboratory	Battelle Memorial Institute	1965 – present
Pantex Plant	Proctor & Gamble	1951 – 1956
	Mason & Hanger -Silas Mason Co.	1956 – present
Pinellas Plant	General Electric	1957 – 1993
	Martin Marietta Specialty Components, Inc.	1993 – 1997 (closed)
Rocky Flats Plant	Dow Chemical Co.	1951 – 1975
	Rockwell Int. EG&G Kaiser-Hill	1975 – 1989 – (Atomics International Division) 1990 – 1994 1995 – present
Sandia National Laboratory	AT & T	1949 – 1993
	Martin Marietta	1993 – 1995
	Lockheed Martin	1995 – present
Savannah River Site	E. I. DuPont de Nemours & Co.	1951 – 1989
	Westinghouse Savannah River	1989 – present
Schenectady Naval Reactors	General Electric	1948 – present
Stanford Linear Accelerator Center (SLAC)	Stanford University	1962 - present
University of Rochester Atomic Energy Project	University of Rochester	1943-1973

DOE Known Beryllium Sites
(Based on Records Research as of March 16, 2000)

DOE Site Name	M & O Contractor	M& O Contractor span dates
Ames Laboratory	Iowa State University	1946 – present
Argonne National Laboratory	University of Chicago	1946 – present
Brookhaven National Laboratory	Associated Universities, Inc. Brookhaven Science Assoc. (Battelle Memorial Institute and State University of NY at Stony Brook)	1946 – 1998 1998 – present
Burlington Plant (Iowa Army Ammunition Plant)	Mason & Hanger-Silas Mason Co.	1953 – 1974
Fermi National Accelerator	Universities Research Association	1967 – present
Fernald Environmental Management Project (FEMP) formerly Feed Materials Production Center (FMPC)	Westinghouse Flour Daniel, Fernald	1953 – 1995? 1995 ? – present
Hanford (a.k.a. Hanford Engineer Works)	E.I. Du Pont de Nemours & Co. General Electric Isochem, Inc. Atlantic-Richfield Hanford Co. Rockwell Hanford Corp. Douglas United Nuclear United Nuclear Industries UNC Nuclear Industries, Inc. Westinghouse Hanford Flour Daniel	1943 – 1946 1946 – 1965 1965 – 1967 (Chemical Processing) 1967 –1977 (Chemical Processing) 1977 – 1987 (Chemical Processing) 1965 – 1967 (Reactor Operations) 1967 – 1973 (Reactor Operations) 1973 – 1987 (Reactor Operations) 1987 – 1994 1994 – present
Kansas City Plant	Allied-Signal Aerospace	1949 – 1991 (formerly Bendix)
Knolls Atomic Power Laboratory	General Electric Co.	1947 – present
Lawrence Berkeley National Laboratory	University of California	1943 – present
Lawrence Livermore National Laboratory	University of California	1952 – present
Los Alamos National Laboratory	University of California	1943 – present
Mound Plant	Monsanto Chemical Co. EG &G Mound Applied Technologies Babcock & Wilcox	1947 – 1988 1988 – 1993 1993 – present
Nevada Test Site	Reynolds Electrical and Engineering Co., Inc. (REECO) Bechtel, Nevada	1952 – 1995 1996 – current

ATTACHMENT 4
Health and Safety Work History Assessment
Questionnaire for DOE Headquarters Employees

This questionnaire will be used to assist the safety and health professional in determining your work history and your exposure or potential exposure to hazardous substances while working at a DOE site. This information will help ensure the early detection of disease for those employees that are exposed or potentially exposed to toxic and hazardous substances in the course of performing their duties.

A. Personal Data

1. Current employment status:
   - Federal Employee [ ]
   - Contractor Employee [ ]
   - National Laboratory Employee [ ]
   - Other [ ] Please explain

2. What is your:
   a. Name
   b. Job title
   c. Organization code
   d. Telephone number
   e. E-mail address

B. Site Specific Hazard Analysis

1. Are you required to travel to:
   a. DOE Facilities where decontamination and decommissioning activities are ongoing? Yes [ ] No [ ]
   b. DOE production or research facilities? Yes [ ] No [ ]
   c. Other types of DOE facilities*? Yes [ ] No [ ]
   *Give name and location of other type of DOE facility:

2. Did you receive site specific briefing(s) alerting you of possible hazards you may be exposed or potentially exposed to Yes [ ] No [ ]
   If yes, provide type and location:

3. Are you currently enrolled in a medical surveillance program at a DOE Contractor site? Yes [ ] No [ ]
   If yes, give location:

4. While working at a DOE facility, do you visit areas in which toxic or hazardous materials are stored or handled (e.g., rooms, buildings)? Yes [ ] No [ ]

5. While working at a DOE facility are you required to examine dusty papers or material? Yes [ ] No [ ]
If yes, provide location and building number

6. While working at a DOE facility, do you believe that you may have been exposed or potentially exposed to:
   a. Airborne concentrations of hazardous substances such as metals (e.g., lead) or solvents (e.g., benzene)? Yes [ ] No [ ]
   b. Physical hazards such as excessive noise, heat, cold, or non-ionizing radiation (e.g., industrial lasers or microwaves)? Yes [ ] No [ ]
   c. Biological hazards (e.g., Hepatitis or Tuberculosis)? Yes [ ] No [ ]
   d. Ergonomic hazards? Yes [ ] No [ ]

7. While working at a DOE facility, are you required to wear a:
   a. Respirator? Yes [ ] No [ ]
   b. Protective clothing (e.g., gloves, lab coat, booties)? Yes [ ] No [ ]
   c. Protective equipment (e.g., safety glasses, hard hat)? Yes [ ] No [ ]

C. Radiation

1. Have you received radiological safety training? Yes [ ] No [ ]
If yes, provide course name, location and year taken:

2. While working at a DOE facility, are you required to wear a:
   a. Radiation dosimeter badge? Yes [ ] No [ ]
   b. Participate in a bioassay (urine analysis) program? Yes [ ] No [ ]

D. Medical & Immunization

1. Are you required to travel outside the United States? Yes [ ] No [ ]

2. Are immunization or medical precautions required? Yes [ ] No [ ]

3. Have you received the immunization(s) recommended by the Center for Disease Control (CDC) for traveling to the country you are visiting? Yes [ ] No [ ]
If yes, provide the name(s) and the year taken:

4. Are you required to have special certification(s) of medical fitness (e.g., respiratory fitness) to perform your duties Yes [ ] No [ ]
If yes, provide type:

5. Have you recently had a medical examination at a DOE facility? Yes [ ] No [ ]
If yes, provide purpose and location:

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"TO BE OPENED BY ADDRESSEE ONLY"
ATTN: Jacqueline Rogers
EH-52, 270CC

The completed form will be reviewed by a health and safety professional who will determine your risk for being exposed or potentially exposed to hazardous substances in your workplace and, if necessary, make a recommendation that you be referred to the Site Occupational Medical Director (SOMD) for medical evaluation to your supervisor.

The completed form will then be forwarded to the SOMD who will determine the appropriate medical surveillance for you. The SOMD or his designee will contact you. Once the form is sent to the SOMD it form becomes a part of your official medical record. Therefore, the SOMD must treat the information on this form and the information collected as a result of the medical surveillance examination as confidential medical information and can use or disclose this information only in conformance with the Privacy Act of 1974, the Americans with Disabilities Act, and other applicable laws.

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Furnishing the information on this form is voluntary, but failure to do so may result in you not receiving appropriate medical surveillance.

The information on this form will be kept in appropriate agency Privacy Act systems of records, such as DOE-33, "Personnel Medical Records," and/or DOE-88, and will be afforded the protection provided by the Privacy Act.