

JSC Safety and Health Handbook	JPR No.	1700.1K
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Chapter 2.2 Industrial Hygiene Program

2.2.1 Applicability of this chapter

You are required to follow this chapter if you are involved with industrial hygiene studies at JSC. If you suspect a health problem in your work area, contact the Occupational Health Branch as stated in subparagraph 2.2.4.a below.

2.2.2 Description of Sub-element 2.2

2.2.2.1 JSC shall identify health hazards and employee exposure levels by:

- a. A sampling rationale based on data, including reviews of work processes, Material Safety Data Sheets/Safety Data Sheets, employee complaints, exposure incidents, medical records, and previous monitoring results.
- b. A sampling strategy that includes baseline and periodic surveys that assess employees' exposure through screening and full shift sampling when necessary.
- c. Using nationally recognized procedures for all sampling, testing, and analysis with written records of results.
- d. Following Chapter 4, "Environmental Health," NPR 1800.1

2.2.3 Industrial hygiene studies

2.2.3.1 Industrial hygiene studies monitor potential employee exposures to physical, chemical, and biological health hazards, such as noise, radiation, or hazardous materials, and determine whether they are within allowable limits. Industrial hygienists do the studies under nationally recognized industrial hygiene procedures and protocols. The studies involve:

- a. Sampling work areas for physical, chemical, and biological stressors
- b. Testing or analyzing the samples
- c. Comparing exposures to exposure standards and regulations
- d. Recommending corrective actions to reduce exposures to acceptable levels
- e. Communicating results to managers and workers

2.2.4 Responsibilities for industrial hygiene

- a. *Line organizations* are responsible for contacting the Occupational Health Branch if they suspect their employees may be exposed to health hazards.
- b. The *Occupational Health Branch* is responsible for:
 - (1) Developing and maintaining site-wide exposure assessment databases
 - (2) Performing baseline sampling and periodic sampling of work areas as required
 - (3) Responding to requests from line organizations for evaluation of suspected health hazards

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(4) Auditing any Industrial Hygiene programs, processes, and sampling performed by personnel or organizations outside the JSC Occupational Health Branch organization

2.2.5 Safety and health records and documentation for industrial hygiene

- a. The Occupational Health Branch shall maintain sampling, analysis, and exposure records. This includes providing personal exposure monitoring results to employees.
- b. Line organizations shall post copies of workplace health evaluations in a readily accessible location or distribute electronic copies to their employees.
- c. Exposure record retention shall follow paragraph 4.1.2 of NPR 1800.1.

NOTE: See Appendix F, Attachment 1.1A for details on records and documentation required by this Chapter.

2.2.6 Measurement

JSC measures industrial hygiene programs through meeting established schedules for industrial hygiene tasks and annual program reviews.