From: Officer in Charge, Naval Medical Administrative Unit, Monterey
To: Associate Provost for Library and Information Resources, Naval Postgraduate School, Monterey, 411 Dyer Road, Monterey CA 93943-5101

Subj: PERIODIC INDUSTRIAL HYGIENE SURVEY OF NAVAL POSTGRADUATE SCHOOL, MONTEREY, DUDLEY KNOX LIBRARY

Ref: (a) OPNAVINST 5100.23G, Chapter 8, Section 0803.a

Encl: (1) Industrial Hygiene Survey Report ET-0348

1. As required by reference (a), a periodic industrial hygiene survey of the Naval Postgraduate School, Monterey, Dudley Knox Library was conducted from 25 January to 1 February 2006 by the Naval Medical Administrative Unit, Monterey Industrial Hygienist. The survey report ET-0348 is forwarded as enclosure (1).

2. This survey is a service provided under the overall Occupational Health Program. It is not an inspection report but is designed to assist your Command's Occupational Safety and Health Program by identifying and evaluating actual and potential occupational health hazards and the status of their controls.

3. Further clarification or consultation with respect to this report is available from Eric Thurston at commercial (831) 656-3466, e-mail sethurst@nps.edu.

S.E. THURSTON
By direction

Copy to:
Industrial Hygiene Department, NAVHOSP Lemoore
NAVAL MEDICAL ADMINISTRATIVE UNIT, MONTEREY
INDUSTRIAL HYGIENE SURVEY
of
NAVAL POSTGRADUATE SCHOOL, MONTEREY
DUDLEY KNOX LIBRARY
SURVEY #ET-0348
25 January to 1 February 2006

Survey Conducted By: Eric Thurston,
                      Industrial Hygienist
EXECUTIVE SUMMARY

The only significant hazard is noise generated during document shredding. Exposure is being controlled by use of appropriate hearing protection.

The department’s safety coordinator, Sam Hornbeck, should be commended for his excellent performance.

Specific details of these findings can be found in sections II and III of this report. The cooperation of Mr. Hornbeck, the point of contact for this survey, was greatly appreciated.
COMMON ABBREVIATIONS AND GLOSSARY

(The following abbreviations may be used in this report)

- **ACGIH**: American Conference of Governmental Industrial Hygienists
- **ACM**: Asbestos Containing Material.
- **AL**: Action Level. Normally ½ PEL. Exposure level at which air sampling, employee training, medical surveillance are required.
- **ANSI**: American National Standards Institute. A national consensus standards developing organization.
- **Ceiling**: A toxic material exposure level which cannot be exceeded for any length of time.
- **CFM**: Cubic feet per minute. Air flow rate.
- **dBa**: A sound level reading in decibels as measured on the A-weighted network of a sound level meter.
- **EL**: Excursion Limit. Is a concentration limit which cannot be exceeded at any time.
- **EPA**: Environmental Protection Agency.
- **f/cc**: Fibers per cubic centimeter. A means for expressing airborne asbestos fiber concentrations.
- **FPM**: Feet per minute.
- **HAZCOM**: Hazard communication. A system for training employees about job hazards through the use of chemical inventories, MSDSs, labels, and personnel training.
- **HCP**: Hearing Conservation Program. A program to prevent hearing loss from exposure to noise through the use of hearing protection, training, and medical surveillance.
- **HEPA**: High-efficiency particulate air filter. A filter capable of trapping and retaining 99.97% of 0.3 micron diameter, or larger, particles.
- **HM**: Hazardous material. A material which is a physical or health hazard per 29 CFR 1910.1200.
- **HW**: Hazardous waste. Any discarded or abandoned hazardous substance as defined in 40 CFR 261.
- **LEV**: Local exhaust ventilation. Exhaust system at source of contamination.
- **mg/m3**: Milligrams per cubic meter of air. A means for expressing concentrations of dust and metal fumes in air.
- **MMVF**: Man made vitreous fibers. (Fiberglass, mineral wool, ceramics)
- **MSAL**: Medical Surveillance Action Level. A concentration of an air contaminant at which medical surveillance examinations must be provided to exposed personnel.
- **MSDS**: Material Safety Data Sheet. A form used by manufacturers to communicate to users the chemical and physical properties of their products.
- **NAVOSH**: Navy Occupational Safety and Health
- **NFPA**: National Fire Protection Association
- **NIOSH**: National Institute for Occupational Safety and Health. Recommends safety and health standards for OSHA.
- **NPEL**: Navy Permissible Exposure Limit.
- **OSHA**: Occupational Safety and Health Administration.
- **OV**: Organic vapors.
- **PCB**: Polychlorinated Biphenyl
COMMON ABBREVIATIONS AND GLOSSARY

PEL  Permissible Exposure Limit. The maximum permissible allowable exposure level of a toxic chemical or harmful physical agent (normally averaged over 8 hours) to which an employee may be exposed.

PPE  Personal Protective Equipment. Clothing or devices furnished to protect employees in performance of work in potentially hazardous areas or conditions.

ppm  Parts per million. A means for expressing the concentration of gases and vapors in air.

RFR  Radiofrequency/Microwave Radiation.

RPMP  Respiratory Protection Program Manager.

SCBA  Self Contained Breathing Apparatus.

SOP  Standard Operating Procedures.

STEL  Short term exposure limit. A 15 minute time weighted average exposure which should not be exceeded at any time during a workday.

Stressor Potential Hazard (e.g. Noise, Chemicals, Dusts)

TLV  Threshold Limit Value. Established by ACGIH as levels of airborne contaminants or physical hazards under which it is believed workers may be exposed on a day after day basis without adverse effect.

TWA  Time Weighted Average. A method for averaging varying concentrations over a specified period of time (usually 8 hours).

WC  Work Center

WMP  Workplace Monitoring Program. A program to evaluate workplace health hazards through surveys and exposure measurement.
SECTION I

References:  (a) OPNAVINST 5100.23F, Chapter 8, Section 0803.f  
(b) OPNAVINST 5100.23F, Chapter 8, Sections 0803.b and c  
(c) OPNAVINST 5100.23F, Chapter 8, Paragraph 0803.g  

INTRODUCTION

The Naval Postgraduate School, Monterey, Dudley Knox Library provides research material, research assistance, and study space for NPS staff and students.

If an operation has been overlooked or significant changes made which are believed to put personnel at serious risk, the Industrial Hygienist should be contacted, and an evaluation requested.

REPORT ORGANIZATION

Section I - contains the background information associated with this report and the schedule for follow-up surveys.

Section II - addresses the status of the department's occupational health programs and a short overview of each program's status.

Section III - Contains industrial hygiene assessments of specific work areas. These assessments address the status of workplace hazards and required control procedures. Any deficient conditions or recommended improvements in specific work areas are addressed here.

Section IV - contains the results of the noise measurement data conducted in support of this survey.

Section V - identifies the occupational health medical surveillance requirements for each work area based on survey findings.

Section VI - details the sampling required to be conducted for OSHA or NAVOSH regulated stressors or stressors which have been found to result in personnel exposures equal to or in excess of the MSAL, PEL-Ceiling or PEL-STEL.

Appendix A - contains the OPNAV 5100/14 forms which are required by reference (a). These forms detail the occupational exposures of employees by work center or functional group.

Appendix B - is a copy of the Change In Operation Notification form, which should be filled out whenever a major operational change occurs. By returning the completed forms to the Industrial Hygienist, all new operations can be evaluated as required by reference (a). This form can be copied as needed for your use.
SURVEY SCHEDULE

In accordance with reference (b), each workplace must be thoroughly evaluated to identify and quantify potential occupational hazards. To document these evaluations, an initial comprehensive (baseline) survey is needed, followed by periodic updated surveys. Reference (c) requires workplaces with recognized potential health hazards to be evaluated annually, and other workplaces to be evaluated periodically. Medical surveillance recommendations and a workplace monitoring plan are developed from the findings of these surveys. Any comments or suggestions regarding these survey schedules should be forwarded to the Industrial Hygienist in your Safety Office. The year of the last survey appears after each work center listing.

WORKPLACE SURVEY SCHEDULE

<table>
<thead>
<tr>
<th>Annual Required</th>
<th>2 Year Schedule</th>
<th>4 Year Schedule</th>
</tr>
</thead>
</table>

Change of Operations Notification:

Reference (c) requires an industrial hygiene re-evaluation when workplace changes occur. Please notify the industrial hygienist in your Safety Office whenever major changes occur in a workplace. Examples of major changes include:

- Exposure times have changed.  
- New types of equipment are used.  
- New chemical/chemical product usage.  
- New operations are performed.  
- Increase in major chemical usage.  
- Changes in exhaust ventilation.

A "CHANGE OF OPERATIONS NOTIFICATION" form is provided in Appendix B and can be used for this purpose. Copy the form as needed for your use.
SECTION II

NAVY OCCUPATIONAL SAFETY AND HEALTH

PROGRAM REVIEWS

The following programs are not required to be maintained by the Naval Postgraduate School, Monterey, Dudley Knox Library Department because these hazards are not present:

- Asbestos Control
- Bloodborne Pathogens Control
- Hazardous Material Control
- Lead Control
- Polychlorinated Biphenyls (PCB’s) Control
- Process Control Ventilation
- Reproductive Hazard Control
- Respiratory Protection

ERGONOMICS PROGRAM

The Safety Office log of occupational injuries log was reviewed, and no repetitive stress injuries were reported since the previous survey in 2004. Two laborers perform heavy lifting, and both have received back injury prevention training. Two office ergonomics problems were reported to the Safety Office since the previous survey, one of which has been resolved, and one has resulted in a request for reevaluation by the Safety Office Ergonomics Program Manager.

Recommendations: None. Provided for your information and records.

HEARING CONSERVATION PROGRAM

The only significant noise exposure occurs from shredding documents. Proper hearing protection is being worn. The entrance to the shredding room is properly posted as a noise hazardous area, and the decal appropriately lists the correct type of hearing protection to wear. The worker performing shredding, Marlon Wilson, needs to continue enrollment in the Hearing Conservation Program, which includes annual hearing conservation training and annual medical hearing tests.

Measurements collected in Room 119, Materials Preservation, indicates significant noise levels are not generated during operation of the drill.

Recommendation: None. Provided for your information and records.
SECTION III

INDUSTRIAL HYGIENE ASSESSMENTS
INDUSTRIAL HYGIENE ASSESSMENT

ACTIVITY: NPS Monterey FILE NO.: ET-0348 DATE: 1 February 2006

DEPARTMENT: Dudley Knox Library POC: Sam Hornbeck

LOCATION: Bldg 339 IND. HYG: Eric Thurston

FUNCTION: Provides research material, research assistance and study space for NPS staff and students. Desktop computers are available for student and staff use. Document shredding is performed by one worker in the Room 169 Shredding Room and another worker uses drills as part of document binding in Room 119, Materials Preservation.

INDUSTRIAL HYGIENE ASSESSMENT

The following operation potentially exposes personnel to hazardous occupational stressors:


The following operations will not expose personnel to hazardous occupational stressors in excess of established health standards:

1. Nuisance dust during operation of the Security Engineered paper shredding machine. Monitoring data, traceable to Industrial Hygiene Survey ET-0281 of 10 March 2004, indicates significant levels of dust are not generated. The worker wears a dust mask during this operation.
2. Operation of the Challenge drill and the Intimus paper shredder. The measured noise levels are below the Navy noise criterion level of 84 dBA outlined in reference (a).
3. Operation of the new gluing system does not generate noise or glue vapors.
4. Ergonomics during computer use.

Operations discussed above do not potentially expose personnel to stressors identified by OPNAVINST 5100.23F, Chapter 29, Appendix 29-A as reproductive hazards.

RECOMMENDATIONS:

1. Continue use of both ear plugs and muffs during operation of the Security Engineered paper shredder as required by reference (b). The worker performing paper shredding must receive annual hearing tests required by reference (c) and annual hearing conservation training required by reference (d).

REFERENCES:

(a) OPNAVINST 5100.23G, Chapter 18, paragraph 1803.a
(b) OPNAVINST 5100.23G, Chapter 18, paragraph 1807.b
(c) OPNAVINST 5100.23G, Chapter 18, section 1806
(d) OPNAVINST 5100.23G, Chapter 18, section 1808
SECTION VI
INDUSTRIAL HYGIENE SURVEY DATA

This Section contains the noise measurement data collected in support of this survey. It should be noted that the measured levels are compared to the standards without regard to any personal protective equipment that may be worn or the protection afforded by it. The goal of the NAVOSH Program is to reduce workplace hazard levels by other means so that personal protective equipment is not required. Documentation concerning the types of instruments used and their calibration records are held by the Naval Medical Admin Unit, Monterey Industrial Hygienist.

No new data was collected in support of this survey.
The Medical Surveillance Matrix is provided to assist commands in assigning personnel to required medical surveillance. Medical surveillance for a work group must be based on exposure levels at or above the MSAL and exposure frequency of ten days per quarter or thirty days per year or as required by regulations or instruction.
<table>
<thead>
<tr>
<th>NOHIMS CODE</th>
<th>EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>601</td>
<td>ACIDS/ALKALIS</td>
</tr>
<tr>
<td>114</td>
<td>ASBESTOS  CURRENT WORKER &gt; MSAL</td>
</tr>
<tr>
<td>178</td>
<td>BLOOD AND/OR BODY FLUIDS</td>
</tr>
<tr>
<td>124</td>
<td>CADMIUM</td>
</tr>
<tr>
<td>133</td>
<td>CHROMIC ACID/CHROMIUM VI</td>
</tr>
<tr>
<td>508</td>
<td>HAND-ARM VIBRATION</td>
</tr>
<tr>
<td>505</td>
<td>IONIZING RADIATION</td>
</tr>
<tr>
<td>506</td>
<td>LASER RADIATION-CLASS IIIb or IV</td>
</tr>
<tr>
<td>161</td>
<td>LEAD (INORGANIC)</td>
</tr>
<tr>
<td>162</td>
<td>MACHINE OIL MIST/CUTTING FLUID</td>
</tr>
<tr>
<td>212</td>
<td>MANMADE MINERAL FIBERS/FIBERGLASS</td>
</tr>
<tr>
<td>602</td>
<td>METAL FUMES</td>
</tr>
<tr>
<td>168</td>
<td>METHYLENE CHLORIDE</td>
</tr>
<tr>
<td>503</td>
<td>NOISE X</td>
</tr>
<tr>
<td>507</td>
<td>RADIOFREQUENCY &amp; MICROWAVE RADIATION</td>
</tr>
<tr>
<td>603</td>
<td>MIXED SOLVENTS</td>
</tr>
<tr>
<td>511</td>
<td>WHOLE BODY VIBRATION</td>
</tr>
<tr>
<td>604</td>
<td>WOOD DUST</td>
</tr>
<tr>
<td>723</td>
<td>BARBER/BEAUTY SHOP WORKER</td>
</tr>
<tr>
<td>703</td>
<td>CHILD CARE WORKER</td>
</tr>
<tr>
<td>706</td>
<td>DOT VEHICLE OPERATOR</td>
</tr>
<tr>
<td>722</td>
<td>FIREFIGHTER, ANNUAL EXAM</td>
</tr>
<tr>
<td>707</td>
<td>FIREFIGHTER, PREPLACEMENT AND PERIODIC EXAMS</td>
</tr>
<tr>
<td>709</td>
<td>FOOD SERVICE PERSONNEL</td>
</tr>
<tr>
<td>710</td>
<td>FORKLIFT OPERATOR</td>
</tr>
<tr>
<td>711</td>
<td>HAZARDOUS WASTE WORKER/SPILL RESPONSE</td>
</tr>
<tr>
<td>714</td>
<td>POLICE/SECURITY GUARD</td>
</tr>
<tr>
<td>716</td>
<td>RESPIRATOR USER CERTIFICATION EXAM</td>
</tr>
<tr>
<td>702</td>
<td>WASTEWATER/SEWAGE WORKER</td>
</tr>
<tr>
<td>115</td>
<td>OTHER: ASBESTOS PAST WORKER (10+ YEARS)</td>
</tr>
<tr>
<td></td>
<td>OTHER:</td>
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<td></td>
<td>OTHER:</td>
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<td></td>
<td>OTHER:</td>
</tr>
<tr>
<td></td>
<td>NONE REQUIRED X</td>
</tr>
</tbody>
</table>
SECTION VI

WORKPLACE MONITORING PROGRAM

The attached Workplace Monitoring Plan presents stressors and/or systems which need to be evaluated periodically during the coming year. Items included on the plan are based on regulations, professional knowledge and information obtained from supervisors. The plan should be reviewed to ensure operational information is correct. The Industrial Hygienist will have to be contacted when operations are scheduled so your Command's sampling can be completed. Changes or deletions of operations should also be communicated to the Industrial Hygienist so that the Workplace Monitoring Plan can be amended.

Naval Postgraduate School, Monterey
Dudley Knox Library

WORKPLACE MONITORING PLAN

Date prepared: 7 February 2006

<table>
<thead>
<tr>
<th>LOCATION/JOB</th>
<th>STRESSOR</th>
<th>REQUIRED</th>
<th>MEASURING</th>
<th>MAN HRS.</th>
</tr>
</thead>
<tbody>
<tr>
<td>None required.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Air samples for each chemical stressor will be collected using sampling methods listed in the Industrial Hygiene Sampling Guide for Consolidated Industrial Hygiene Laboratories, Navy Environmental Health Center Technical Manual NEHC-TM6290.91-2, Revision B, 21 April 2000.

1: Use the following codes to indicate sampler and sampling location:

SAMPLER:
DR-direct reading instrument
DT-detector tube
AT-adsorption tube
IM-impinger/bubbler
FI-filter
ND-noise dosimeter
PD-personal dosimeter
OT-other (specify)

SAMPLING LOCATION:
GA-general area
BZ-breathing zone
HZ-hearing zone
SZ-source zone
OT-other (specify)
APPENDIX A

OPNAV 5100/14 Forms

Reference: (a) OPNAVINST 5100.23F, Chapter 8, paragraph 0803.f

This appendix contains the OPNAV 5100/14 forms which are required by reference (a). These forms detail the occupational exposures of employees by work center or functional group. These forms are used to develop the workplace monitoring program in Section VI. They also describe the type of work done in each area and can be used to verify that all work areas were included in the survey.
WORKPLACE INFORMATION

Activity: NPS Monterey  Supervisor: Dr. Maxine Reneker  Phone: (831)656-2341

Bldg#: 339, Room 169 Shredding Room  Shop: Dudley Knox Library

Total Personnel: 1  Male: 1  Female: 0

Shop Operation: Performs paper shredding using the Security Engineered Machinery and Intimus 007 Shredding Machines. Uses a small vacuum during and after shredding to clean accumulated dust on room surfaces.

<table>
<thead>
<tr>
<th>Potential Hazard</th>
<th>Inter or Cont.</th>
<th># Workers Exposed</th>
<th>Exposure &gt; MSAL?</th>
<th>Controls in Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper shredding with Security Engineered Machinery Model S22 -Noise -Nuisance dust</td>
<td>Twice/month, 2 hours/time</td>
<td>1</td>
<td>Yes</td>
<td>Ear muffs and plugs, dust mask, cloth smock</td>
</tr>
<tr>
<td>Noise, paper shredding with Intimus 007 machine</td>
<td>Rarely, 30 mins/time</td>
<td>1</td>
<td>No</td>
<td>None</td>
</tr>
<tr>
<td>*Reproductive hazard, +Carcinogen</td>
<td></td>
<td></td>
<td>(See I. H. assessment)</td>
<td></td>
</tr>
</tbody>
</table>

If no exposure > MSAL, provide rationale: The calculated 8-hour TWA exposure using the monitoring data from survey ET-0281 of 10 March 2004 and the new expanded operation duration of paper shredding with the Security Engineered Machinery Model S22 indicates the NPEL is not exceeded. The measured noise level of the Intimus paper shredder is below the Navy noise criterion level of 84 dBA.

Signature/Title: ___________________________ Date: 1 February 2006

S.E. Thurston,
Industrial Hygienist
## MONITORING PLAN

<table>
<thead>
<tr>
<th>Stressor to be Sampled</th>
<th># of Meas. Required</th>
<th>* Measure. Method</th>
<th>**Measure. Location</th>
<th>Frequency per Yr.</th>
<th>Man Hrs. per Yr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering Controls in Use</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>None</td>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

* Use the following Codes:  ** Use the following Codes:
- DR-direct reading instrument
- DT-detector tube
- AT-adsorption tube
- IM-impinger/bubbler
- FI-filter
- PD-personal dosimeter
- ND-noise dosimeter
- OT-other (specify)
- GA-general area
- BZ-breathing zone
- HZ-hearing zone
- SZ-source zone
- OT-other (specify)
**WORKPLACE INFORMATION**

**Activity:** NPS Monterey  
**Supervisor:** Dr. Maxine Reneker  
**Phone:** (831) 656-2341

**Bldg#:** 339, Room 119 Materials Preservation  
**Shop:** Dudley Knox Library

**Total Personnel:** 3  
**Male:** 0  
**Female:** 1

**Shop Operation:** Operates drills as part of the document binding process. Operates new gluing machine for binding documents.

<table>
<thead>
<tr>
<th>Potential Hazard</th>
<th>Inter or Cont.</th>
<th># Workers Exposed</th>
<th>Exposure &gt; MSAL?</th>
<th>Controls in Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Noise, Challenge drill</td>
<td>Once/3 months, 1 hour/time</td>
<td>3</td>
<td>No</td>
<td>None</td>
</tr>
<tr>
<td>Glue vapors</td>
<td>Varies, as needed</td>
<td>5</td>
<td>No</td>
<td>None</td>
</tr>
<tr>
<td>* Reproductive hazard</td>
<td>(See I. H. assessment)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If no exposure > MSAL, provide rationale: The measured noise level of the Challenge drill is below the Navy noise criterion level of 84 dBA.

**Signature/Title:** ______________________  
**Date:** 1 February 2006

S.E. Thurston,  
Industrial Hygienist

**MONITORING PLAN**

<table>
<thead>
<tr>
<th>Stressor to be Sampled</th>
<th># of Meas. Required</th>
<th>* Measure. Method</th>
<th>**Measure. Location</th>
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<th>Man Hrs. per Yr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Engineering Controls in Use

| None |             |                   |                     |                   |                  |

* Use the following Codes:  
** Use the following Codes:

- **DR**: direct reading instrument  
- **GA**: general area  
- **DT**: detector tube  
- **BZ**: breathing zone  
- **AT**: adsorption tube  
- **HZ**: hearing zone  
- **IM**: impinger/bubbler  
- **SZ**: source zone  
- **FI**: filter  
- **OT**: other (specify)  
- **PD**: personal dosimeter  
- **ND**: noise dosimeter  
- **OT**: other (specify)
WORKPLACE INFORMATION

Activity: NPS Monterey Supervisor: Dr. Maxine Reneker Phone: (831)656-2341

Bldg#: 339, Ingersol Hall Shop: Dudley Knox Library

Total Personnel: 32 Male: 10 Female: 22

Shop Operation: Provides research material, research assistance, and study space for NPS staff and students. Desktop computers are available for staff or student use.

<table>
<thead>
<tr>
<th>Potential Hazard</th>
<th>Inter or Cont.</th>
<th># Workers Exposed</th>
<th>Exposure &gt; MSAL?</th>
<th>Controls in Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ergonomics, computer use</td>
<td>Daily, up to 8 hours</td>
<td>30</td>
<td>No</td>
<td>Ergonomic furniture and computer equipment</td>
</tr>
<tr>
<td>Ergonomics, heavy lifting</td>
<td>As required</td>
<td>2</td>
<td>No</td>
<td>Lifting aids such as dollies and carts</td>
</tr>
</tbody>
</table>

*Reproductive hazard, +Carcinogen *(See I. H. assessment)

If no exposure > MSAL, provide rationale:

Signature/Title: S.E. Thurston, Date: 25 January 2006
Industrial Hygienist

MONITORING PLAN

<table>
<thead>
<tr>
<th>Stressor to be Sampled</th>
<th># of Meas. Required</th>
<th>* Measure. Method</th>
<th>**Measure. Location</th>
<th>Frequency per Yr.</th>
<th>Man Hrs. per Yr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Engineering Controls in Use

None

* Use the following Codes: ** Use the following Codes:
DR-direct reading instrument GA-general area
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AT-adsorption tube HZ-hearing zone
IM-impinger/bubbler SZ-source zone
FI-filter OT-other (specify)
PD-personal dosimeter
ND-noise dosimeter
OT-other (specify)
APPENDIX B

CHANGE OF OPERATION NOTIFICATION

Please use this form to notify the industrial hygienist of any changes to operations conducted by your department. The notification form may be copied as needed. The completed forms can be returned to:

NAVAL SUPPORT DETACHMENT, MONTEREY
CODE N22G, SAFETY OFFICE (ATTN: INDUSTRIAL HYGIENIST)
1870 MORSE DRIVE
MONTEREY CA 93943

FOREMAN/SUPERVISOR:                                            EXT:

BLDG:          COMMAND/SHOP: NPS Monterey,          WORK AREA:
Dudley Knox Library

SURVEY REPORT:  ET-0348

INSTRUCTIONS TO FOREMAN/SUPERVISOR:

The industrial hygiene survey evaluated the potential hazards to your employees based on the operations existing at the time. When your operations change, the potential hazards can also change, and these new conditions must be evaluated. Please contact the industrial hygienist if any of the following occur:

a. Exposure times have changed.
b. New operations are performed.
c. New types of equipment are used.
d. An increase in major chemical usage.
e. New chemicals or chemical products are used.
f. A change in existing exhaust ventilation.

List any changes below.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Date Forwarded:   _______________________  

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