Meeting was called to order at 0900.

2. **INTRODUCTIONS**

   a. There have been a few recent additions to the NPS OSHE Office. The following individuals introduced themselves to the committee.

   1) **LCDR Antolino (Tony) Colón**, New Director of the NPS OSHE Office replacing LCDR Angela Dean. He is a Certified Safety Professional, Certified Hazardous Materials Manager, and Certified Industrial Hygienist.

   2) **Jennifer Keefer**, Safety Specialist. She will be managing NPS Mishap Investigations, Hearing Conservation, Fall Protection, and coordinating with NAVFAC for Confined Space Entry.


3. **MISHAPS REVIEW**
a. There has been an increase in Mishaps recorded since 2012. This can be attributed to increased reporting/recording which comes from education of employees by the NPS/NSAM Safety Organization concerning reporting procedures and the responsibilities of employees to report.

b. The Majority of mishaps are attributed to slips, trips, and falls.

b. Enclosure (1) includes graphed metrics of Mishaps, Lost Days and Mishap Causes going back to 2012.

4. NAVOSH WORKPLACE INSPECTIONS AND HAZARD ABATEMENT

a. All ESAMS NAVOSH Deficiency Notices issued from 2013-2015:

<table>
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<tr>
<th>CATEGORY</th>
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</table>

b. The average time to resolve an NPS Deficiency is 4 months. There is a plan in place to remediate these findings within 30 days of being issued and our goal for full implementation is by 31 Dec 2016.

c. The following areas will receive NAVOSH Inspections during September:
   • Code 460 – Centers – Bldg. 220
   • Code 533 – Distribution Services – Bldg. 339
   • Code 534 – Instructional Design – Bldg. 339
   • Code 535 – Instructional Media Development – Bldg. 339
   • Code 536 – Marketing and Communications – Bldg. 339
   • Code 537 – Distributed Education – Bldg. 339
   • Code 300 – CIO – Bldg. 330
   • Code 730 – MAE – Bldg. 217
   • Code 790 – Undersea Warfare – Bldg. 234

5. PROCESS IMPROVEMENTS

a. GENERAL SAFETY

   1) New and more tailored Indoctrination Brief for incoming students and staff; with emphasis to address RODS hazards for the Monterey area.
2) Process Improvement for Lab and Workshop Safety. Chemical Hygiene Plan implementation. NPS OSHE director, LCDR Colón, CIH, will assume primary duties as the Chemical Hygiene Officer. Safety in the workshops is programmatically deficient in several areas, including LO/TO, PPE (eye, hearing, clothing), meaning that a robust, inspectable program will need to be established, with appropriately documented training, tracking, and inspection protocols. Continued briefing sessions, and revisions of CHP and laboratory educational materials will be coordinated between Mrs. Waxer, Mrs. Franklin, and LCDR Colón.

3) Improved OSHE Website, delivery, and access to programs/requirements

4) Future goal: Track students in ESAMS. The CoS stated that he desired to ensure the ESAMS database was accurate and up to date with required programs in place for the faculty and staff personnel before attempting to incorporate the student population into the tracked population.

b. HAZMAT

1) We recently completed an inspection of all of the HAZMAT and are working on updating it into HMIMS. We are cleaning-up HMIMS and should have it ready by the end of September so that it can be used validate our AUL and manage our inventory.

2) We will be changing the HM inventory periodically. There is a CHRIMP requirement to conduct HM inventories monthly, this is not viable to do at our command. We will be requiring that the “owner” of the specific HM conduct an annual inventory and the OSHE Directorate will be conducting an annual base-wide inventory.

3) LCDR Colón will be providing lab specific chemical hygiene training starting at the end of September. He will be going through each lab and doing an Industrial Hygiene Evaluation to check lab hoods, PPE, hearing controls, etc.

4) All batteries that are purchased need to be marked with the commodity code “HAZMAT” (not SAFETY) when they are entered into KFS.

c. ORM

1) The first step in any ORM is the identification of hazards. The Safety and Research Safety offices are looking to improve this through:

   a) Reviewing Research Proposals for any hazards.
   b) Attending GSEAS Contracting meetings
   c) Working with PIs to get details of their current project objectives and materials used and possible future projects.
   d) The Rail Gun project was discussed as a successful example of the overall safety process. This can be shown from its fruition through the execution of how the safety office needs to be a main player in research proposals to ensure all areas are covered.
6. LONG TERM GOALS

   a. **Prevention and Control of Workplace Hazards and Risk management.** We will implement a comprehensive EHS Risk contract review process with a goal date of 30 January 2016. This will be achieved through research proposals review, preconstruction, and general contracts.

   b. **HAZCOM, Chemical Hygiene, job hazard, and occupational reproductive hazards.** By 31 Dec 2015 we will be providing uniform SOH and Environmental training for all Staff, Faculty and Students to explain the hazards that they may be working with and also provide more specific training for each job or thesis.

   c. **Energy Control Program.** There is a NAVFAC program “within the fence” but there is not a comprehensive NPS Lockout/Tagout program in place, with specific shops and personnel instituting their own programs sporadically. We will develop written plans and procedures for Lockout/tagout, generate roster of trained and qualified personnel authorized to work on hazardous energy systems with a goal date of 30 January 2016.

   d. **NAVOSH inspection program, hazard abatement, fall protection, hearing conservation.**

      1) 01 April 2016 is the turnover date of the NAVOSH Inspection program from NSAM to NPS. NSAM will continue to provide support for the program but will not be fully managing it for NPS personnel.

      2) During routine NAVOSH inspection by the NPS Safety Specialists, we will be building a list of all of the fall hazards present at NPS and also relabeling any noise hazard areas or equipment and should be completed by 31 Dec 2016.

      3) We have a goal to reduce NAVOSH deficiency abatement times from our current average of 4 months down to 1 month through actions taken in the above steps.

   e. **Safety Awards.** There is a Safety Awards program established but it has not been implemented. We would like to fully implement it by 30 Jan 2016.

   f. **Mishap prevention and reporting.** This program has been managed by NSAM. We will be turning over duties to NPS by 30 Sept 2015.

7. UPCOMING INSPECTIONS

   a. Explosives Safety Officer final walkthrough for ESI: 21-23 SEP 2015 (NPS and NSAMS)

   b. NOSSA Explosive Safety Inspection (NPS and NSAMS) DEC 7-10 2015

   c. possible NSC inspection in DEC 2015

   d. IG inspection in MAR 2016
7. INPUT FROM COMMITTEE

   a. There is a new NSAM Emergency Manager. She has been tasked with rewriting the local Emergency Management Plan for dealing with Fires, Earthquakes and Floods. The NSAM CO sees this as a top priority.

   b. It was proposed that the periodicity of the Safety Committee Meetings be changed from monthly to quarterly and the Committee was in full agreement. It was also proposed that the objective of the meetings move away from presenting lots of slides about specific program updates and move more towards group discussion of how to address issues and present mishap metrics.

8. Meeting adjourned at 1000
NPS Safety Committee

20 August 2015
1) Introduction
2) Mishaps Review
3) Deficiency Review (NAVOSH Workplace Inspections and Hazard Abatement)
4) Process Improvements
5) Goals
6) Upcoming inspections
7) Input from Committee
8) Closing
Mishaps Review
• This graph shows the number of NPS accidents from 2012 to current date.
• The increase in mishaps recorded can also be a result from NPS Safety’s push for reporting mishaps.
• This graph shows the amount of days away from work for civilian, military staff, and students.
The types of mishaps are broken into the main categories and by years.

Majority of the mishaps are attributed to slips, trips, and falls.
NAVOSH Workplace Inspections and Hazard Abatement
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Process Improvements
General Safety

• New Brief
• Lab Safety
• Improved Website
• Change in periodicity for inventories
• Inspections and Site Assist Visits
• Hazardous Materials Inventory Management System (HMIMS), clean-up
• Lab Specific Chemical Hygiene Training and Lab CHP development – Assistance Available
• ALL Batteries marked as HAZMAT (not safety) Separate requisition is not needed
Waxer, Giles, Greve
• Review of Research Proposals GSEAS Contracts Review-
• Work with PI to identify details of the project plan –
  Existing information and Safety/ENV Analyses
  Details on facilities, layout, equipment, chemicals, etc
• Initial Hazard and ENV Aspects Identification, Controls for Laser, RAD, RF
• Referral to ENV, IH, Facilities
• Initial POAM for project requested or facilitated

Colon, Laney
• Work with PI and Research Safety to do ORM for each project phase
• Coordinate POAM finalization and implementation if needed

• Success- Rail gun
• Improvements – Clarity on NSAM / NAVFAC review process
• Future Projects
  – Flash X-Ray
  – Space Systems Satellite project at Halligan Hall
Goals
Long Term Process Improvements
August 2015 – December 2016
Long Term Goals

- **Functional areas: Prevention and Control of Workplace Hazards and Risk management.**
  - Implement a comprehensive ESH Risk Contract review (Research proposals, preconstruction, and general contracts) – **30 January 2016**.

- **Functional areas: HAZCOM, Chemical Hygiene, job hazard, Occupational Reproductive Hazards:**
  - Provide uniform Safety, Occupational Health and Environmental training for Staff, Faculty and Students working in shops and labs. – **31 December 2015**

- **Functional area: Energy Control Program:**
  - Develop written plans and procedures for Lockout/tagout, generate roster of trained and qualified personnel authorized to work on hazardous energy systems. – **30 January 2016**

- **Functional area: NAVOSH inspection program, Hazard abatement, Fall Protection, Hearing Conservation:**
  - NPS Safety specialists take over inspecting and re-inspection responsibility from NSAM. NSAM to provide support not fully manage program. – **01 April 2016** (turnover date from NSAM to NPS)
  - Build list of fall hazards during above inspections and relabel needed noise hazard areas/equipment - **31 Dec 2016**
  - Through the above, reduce deficiency abatement plan implementation/generation from 4 months to 1 month. – **31 Dec 2016**

- **Functional area: Safety Awards**
  - Currently developed, to be fully implemented - **30 January 2016**

- **Functional area: Mishap prevention and reporting**
  - Turnover duties from NSAM to NPS for NPS personnel – **30 Sept 2015**
Upcoming Inspections
Upcoming Inspections

• Explosives Safety Officer final walkthrough for ESI: 21-23 SEP (NPS and NSAMS)
• NOSSA Explosive Safety Inspection (NPS and NSAMS) DEC 7-10 2015
• possible NSC inspection in DEC 2015
• IG inspection in MAR 2016
Input from Committee
Support Slides
Basic Program Elements for Federal OSH Programs, 29 CFR 1960 Subpart D

Requirements:
1. Establish workplace OSH Inspection & Hazard Abatement Program.
2. Inspect all workplaces annually with high hazard areas inspected more frequently.
3. Inspections performed by qualified (training and experience) OSH professionals.

- Regulatory violations and unsafe or unhealthful working conditions documented on NAVOSH Deficiency Notices (NDN’s) in ESAMS.
- Abatement action assigned to the official in charge of the area in which the deficiency was identified.
- NDN’s with an assigned Risk Assessment Code (RAC) of 1 thru 3 as determined by the RAC matrix (probability vs. severity) are maintained on a Command Hazard Abatement Plan.
- NDN RAC 4 and 5’s are minor and not documented via NDN but included within inspection reports.

Challenges & Process Improve Goal Opportunities:
1. Resourcing: 2 qualified NSAM inspectors complete all inspections.
2. Meeting 30 day NDN closure rate requirements. Current average closure: 4 months.
3. Departmental availability and responsible POC’s.
4. Inspection variables.
Lasers
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1. Resourcing: 2 qualified NSAM inspectors complete all inspections.
2. Meeting 30 day NDN closure rate requirements. Current average closure: 4 months.
3. Departmental availability and responsible POC’s.
4. Inspection variables.
• **Program History:**
  – APR-JUN 2015 Transition completed from LSSO Yarber – LSSO Jordan – LSSO Giles

• **Program Successes:** Turnover Audit demonstrated 91% Compliance
  – Strengths (100%)
    • Classifications, Labeling, Warning Devices, Signs
    • Operator Training, Certification, Protective Equipment
    • Inventory, Documentation, Disposal
    • Laser Safety Committee, Medical Surveillance Program
  – Deficiencies
    • First responder training – 0%
    • SOP for Laser Mishap – 0%
    • Instruction review required – 75% (ESAMS migration, Medical MOA, 2012 ANSI Z136.8 Research Development & Testing updates, 2014 Z136.1)
    • Evaluations, Inspections and Surveys – 85% (permits, lab reviews)
    • LSSO Trained and Designated (completed)
  – TLSO and LSS Training completed by Giles
  – Hazard awareness and identification – prevented hazard
  – Zero Mishaps this period
• **Program Issues:**
  – Laser Pointers
  – Complacency
  – Multiservice cooperation – DoD coordination is thin
  – JIFX Lasers – jurisdiction and authorization puzzles, hazards
  – Unique items – prototype target designator, homebuilts, any field laser, cloud scanners, UAV applications

• **Moving Forward:**
  – NPS Laser Safety Program Annual Training planned for 1 OCT 2015
  – All permits and inspections planned for review OCT-DEC 2015
  – Instruction review
  – Medical MOA review
  – Laser Mishap SOP formalized
  – Responder Training
  – ESAMS Migration
  – Continued Networking with Naval Administrative Lead Agent (ALA)
Li+ Batteries

CAUTION!

Lithium ion battery
DO NOT LOAD OR TRANSPORT PACKAGE IF DAMAGED

For more information, call
(A telephone number for additional information.)
**Program History:**
- HAZMAT and Research Safety are working in cooperation to comply with NAVSEAINST 9310.1B for all NPS Li+ batteries (mostly Exempt batteries)
- As Batteries too large for Exemption are being identified, they are being brought under management
  - 13 programs identified with non-Exempt Li+ battery applications
  - Most “discovered” through KFS
- Close coordination with Flight Clearance efforts of the Aviation Officer.

**Program Successes:**
- NSWC NPS Site Clearance for LiPo Batteries <300Whrs at shore facilities and controlled airspace (11 AUG 2014)
- NSWC Reissue of Site Clearance to include Marine Research (9 July 2015)
- 2 NSWC Requests submitted 13 July 2015
  - Spray Glider is a retired fleet program
  - Signature1000 Current Profiler has a large isolated “slow release” battery
- Li+ Battery Lockers
- NPS LiPo SOP 1.4a – Marine Research, Safety Checklist
- Ongoing discovery of Li+ battery applications and project entrainment
• **Program Issues:**
  – Unknown additional battery applications require NSWC authorization
  – Batteries unique to micro-satellite applications
    - Size, configuration vary with each project
    - Shipping requirements
  – Expect costs to arise
    - Authorizations ~$5k per
    - Testing for authorizations ~ 13 batteries (X up to $2500 each)
    - Requirements driven by results of testing ~ ???

• **Moving Forward:**
  – Continue building relationship with the Navy Technical Authorities at NSWC Carderock, NOSSA, NSWC Crane, NAVAIR
    - Continue to take advantage of fortuitous cost relief for the remainder of this FY.
    - Expect future budget required to cover battery testing and review
  – Seek blanket clearance for Space Systems batteries
  – Promote compliance with NPS LiPo SOP 1.4a
Explosives Safety

• Program History
  – 3 projects retired (FEB-JUL 2015)
    • Space Systems, CIRPAS, SE
    • Explosive materials disposed (DoD or non-DoD channels)
  – NPS assumed accounting responsibility from NSAMS (MAY 2015)
  – Accountability Officer position established (May 2015): Col. Smithtro
  – 1 remaining project (Rocket Lab B217)
    • Currently only Non-DoD 1.3 or 1.4 explosives – rocket engine grains
  – 1 peripheral management responsibility – NPS NCEA for 8 sonobuoys
    • Managed by Oceanography department, B510, require only OIS management

• Program Successes:
  – 2013 ESSA, 2015 TAV, 2015 ESSA conducted. All action items completed
  – 2015 ESSA resulted in “Satisfactory” rating (“unsat” in 2013)
  – 1st quarterly Wall-to-Wall inventory conducted 14 July
    • Accountability Officer “turnover” inventory review
    • NPS President initial inventory review
  – OIS management, records, and reporting commenced JUN2015
  – First annual Qual/Cert recertification successfully accomplished (Brophy)
• **Program Issues:**
  – Transport of materials to Camp Roberts
  – OIS training for the OIS managers
    • 2 week course in San Diego
    • Bring instructor to NPS for specific training (SEP plan trumped by operational asset needs)
    • Network with Lemoore and China Lake OIS managers, ESO, and NOSSA (OJT)
  – Unknowns!

• **Moving Forward:**
  – NAVSEA invites NPS to follow-up with NOSSA on tailoring requirements for small amounts of materials at R&D institutions.
  – OIS training – researching all available options
  – ESO walkthrough 21-23 SEP
  – NSAMINST 8023.4 ES Program instruction review
  – Next Recert deadline October 2015
  – Qual/Cert Board Chair turnover: Ray Buettner to Ron Brown
Rail Gun
Rail Gun Safety

• Program History
  – 1980’s - Capacitors built for Rail Gun research at Kirkcudbright, Scotland
  – 1990’s - Moved to US Army Green Farm Electric Gun Research and Development Facility
  – 2000’s – present - moved to Dahlgren, VA for Naval Rail Gun applications
  – Capacitors planned for NPS not used at Dahlgren – still wrapped in Army packaging.
  – 30+ 1.1 MJ modules available – NPS receiving 6

• Program Successes:
  • Capacitors successfully operated at 11KV at Green Farm, 9KV at Dahlgren, planned for 6-7 KV for NPS applications.
  • Dahlgren SOPs and Hazard Analysis acquired
  • Dahlgren site visited by Project lead (Lazarra) and Safety Engineer (Giles)
  • Capacitor lift plan developed for B230 (Jacobs)
• **Program Issues:**
  – Details of project still in development
  – High Voltage
  – Noise
  – Explosion
  – Smoke, Powder
  – Projectile containment

• **Moving Forward:**
  – Capacitor delivery Lift Plan Hazard Analysis (ORM) in work
  – Team has been informed of requirements to tailor Dahlgren SOP for NPS applications
  – PW engaged for facility utilization plans
  – High Energy System LO/TO training for NPS Safety Personnel (Giles, Laney) planned: 14 AUG.
Upcoming Events
**Upcoming Events**

**JIFX upcoming dates:**
- Aug 10-15, 2015
- Nov 2-6, 2015
- Feb 2016
- May 2016
- Aug 2016

**Training:**
- 14-18 SEPT: OIS Training (Graves & Kohlgruber)
- 10 NOV: Safety Stand-Down

**Inspections:**
- Explosives Safety Officer final walkthrough for ESI: 21-23 SEP (NPS and NSAMS)
- NOSSA Explosive Safety Inspection (NPS and NSAMS) DEC 7-10 2015
- possible NSC inspection in DEC 2015
- IG inspection in MAR 2016
Upcoming Events

Meetings:
• 17 SEP: LSC Quarterly Meeting
• OCT Safety Council
• 15 DEC: LSC Quarterly Meeting

Other:
• Hazard Assessments (Start August 2015)
• Quarterly Explosive Inventories (Wall-to-Wall) – Leadership invited, ACCT Officer sometimes required
  • 13 OCT 2015
  • 12 JAN 2016
  • 12 APR 2016
  • 12 JUL 2016
  • 11 OCT 2016
  • 10 JAN 2017
  • 11 APR 2017