



Office of Surety, Safety and Environment (SSE)

The SSE Elucidator

“Elucidator”: to give clarity through explanation and analysis.

January 2006 Newsletter



**USAMRMC
Accident/Injury/Illness
Reporting Guide Now
Available**

The accident reporting procedures required by the U.S. Army, USAMRMC, and subordinate commands can often seem daunting and complicated. For this reason, the USAMRMC Accident/Injury/Illness Reporting Guide is now available at USAMRMC SSE to help

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Are You Aware of Where Your Drinking Water Comes From?

A clean, constant supply of drinking water is essential to every community. People in large cities frequently drink water that comes from surface water sources, such as lakes, rivers, and reservoirs. Sometimes these sources are close to the community. Other times, drinking water suppliers get their water from sources many miles away. In either case, when you think about where your drinking water comes from, it's important to consider not just the part of the river or lake that you can see, but the entire watershed. The watershed is the land area over which water flows into the river, lake, or reservoir.

you through the maze of accident reporting procedures. This document provides:

- A basic understanding of the initial reporting requirements for USAMRMC and its subordinate commands.
- Guidance on how to accurately complete the initial reporting documentation.
- Clarification on the reporting differences between military personnel, civilian employees and contractors/subcontractors.
- Guidance for reporting incidents involving biological defense, chemical agents and radiation incidents.

The initial accident reporting requirements for military personnel, civilian employees and contractors/subcontractors, which are summarized from the USAMRMC Accident/Injury/Illness Reporting Guide, are provided below:

Army Personnel (Military and Civilian) Involved in Accidents Must:

Report all accidents, no matter how minor to his or her supervisor. After reporting to the employee's supervisor, the accident must be reported to the Command Safety Office and in some instances, to the Commander.

Military Personnel Involved in Accidents Must:

For all accidents, excluding aviation accidents, a DA Form 285-AB-R, Abbreviated Ground Accident Report must be submitted to the Command Safety Office.

Civilian Personnel Involved in Accidents Must:

According to your installation requirements, an accident report must be completed. The guide contains the Accident Report Forms required by the various host installations of USAMRMC Headquarters and subordinate commands.

In addition to the appropriate Accident Report Form, civilian employees involved in an accident must also submit a Department of Labor (DOL) Form to the Command Safety Office or applicable Garrison Safety Office as soon as possible. DOL Form CA-1, Federal Employee's Notice of Traumatic Injury and Claim for Continuation of Pay/Compensation, is to be completed in the event of an occupational injury. DOL Form CA-2, Notice of Occupational Disease and Claim for Compensation, is to be completed in the event of an occupational illness. DOL Form CA-6, Official Superior's Report of Employee's Death, is to be completed in the event of a civilian employee's death.

Contractors Involved in Accidents Must:

Report all accidents no matter how minor, to his or her supervisor. Complete an OSHA Form 301, Injury and Illness Incident Report, or an alternative OSHA approved form and submit it to his or her supervisor. An installation specific Accident Report Form may need to be completed. The guide contains the Accident Report Forms for contractors to report their accidents to the various host installations.

Avoiding Injury in the Laboratory

When working in the laboratory all of us want to complete our tasks quickly and efficiently. However, hurrying through laboratory tasks without using proper body positions and postures can lead to unnecessary strain on our muscles, tendons, and joints which can in turn lead to Work-Related Musculoskeletal Disorders (WMSDs) such as carpal tunnel syndrome, tenosynovitis, tension neck syndrome, and lower back pain. WMSDs can cause severe pain, lost time from work, and temporary or permanent disability. Fortunately, laboratory tasks can be completed quickly and the debilitating

symptoms of WMSDs can be avoided by following some simple ergonomic guidelines.

Seating

When sitting in the laboratory, always make sure that the chair is adjusted so that your feet rest flat on the floor and your back is against the backrest. If the chair can not be adjusted so that your feet rest flat on the floor, use a footrest. A rolled up towel or a back support cushion can be used if back support is not adequate or if the seat pan is too long.

Pipetting and Test Tube Handling

Pipetting and test tube handling requires that wrists are always kept straight and elbows are kept close to the body. Frequent breaks at intervals of 15-30 minutes should be taken when pipetting and test tube handling to avoid strain to the wrists and hands. Sharing the workload between the right and left hands can also help to avoid strain to the wrists and hands.

Microscope Use

When using a microscope, always maintain straight wrists and avoid tilted head and neck postures. To avoid strain on the eyes, take frequent breaks in which you momentarily close your eyes or focus on far away objects to vary focal length. Keeping microscopes clean and in good condition also helps to limit eyestrain.

Experiencing Symptoms of WMSDs?

Army personnel who experience symptoms of WMSDs including pain, tingling, numbness, stiffness, and weakness in the neck, shoulders, arms, hands, back, and legs as well as headaches and visual fatigue should report the symptoms to their supervisor. Active duty personnel should submit a DA Form 285-AB-R to their installation's Safety Office and report to the Occupational Health Clinic. Civilian personnel who encounter these

symptoms should submit the installation required accident report form to their installation's Safety Office and report to the Occupational Health Clinic with the appropriate Department of Labor (DOL) forms. DOL Form CA-2 is required for all WMSDs except back injuries, which require DOL Form CA-1. DOL Form CA-16 is required for all WMSDs.

U.S. EPA Hotlines Can Help

Are you running into roadblocks in solving your hazardous waste, indoor air quality, and environmental compliance problems? If you are, U.S. EPA Hotlines can offer technical guidance and assistance in interpreting legal requirements. In the case that the hotline can not offer the specific information that you may require, hotline operators can often direct you towards useful information sources. Below is a list of U.S. EPA Hotlines that deal with common problems faced by U.S. Army environmental and safety professionals.

Center for Exposure Assessment Modeling

Phone: 706-355-8400

e-mail: ceam@epa.gov

Clean Air Technology Center

Phone: 919-541-0800

e-mail: catcmail@epa.gov

Emergency Planning and Community Right-to-Know Act

Phone: 1-800-424-9346

Environmental Justice

Phone: 1-800-962-6215

e-mail: environmental-justice-epa@epa.gov

Indoor Air Quality Information Clearinghouse

Phone: 1-800-438-4318

e-mail: iaqinfo@aol.com

National Service Center for Environmental Publications

Phone: 1-800-490-9198
e-mail: ncepimal@one.net

National Lead Information Center

Phone: 1-800-424-LEAD (1-800-424-5323)
e-mail: nlic@optimuscorp.com

National Pesticide Information Center

Phone: 1-800-858-7378
e-mail: npic@ace.orst.edu

National Radon Hotline

Phone: 1-800-SOS-RADON (1-800-767-723)
e-mail: airqual@nsc.org

National Response Center

Phone: 1-800-424-8802
e-mail: lst-nrcinfo@comdt.uscg.mil

Ozone Protection

Phone: 1-800-296-1996
e-mail: hotline@tidalwave.net

Pollution Prevention Information Clearinghouse

Phone: 202-566-0799
e-mail: ppic@epa.gov

RCRA, Superfund and EPCRA Hotline

Phone: 1-800-424-9346 or TDD 1-800-553-7672

Safe Drinking Water

Phone: 1-800-426-4791
e-mail: hotline-sdwa@epa.gov

Toxic Release Inventory

Phone: 202-566-0250
e-mail: tri.us@epa.gov

Toxic Substances Control Act

Phone: 202-554-1404
e-mail: tsc-hotline@epa.gov

WasteWise

Phone: 1-800-EPA-WISE (1-800-372-9473)
e-mail: ww@cais.net

Wetlands Information

Phone: 1-800-832-7828
e-mail: wetlands.helpline@epa.gov

Please Remember to Avoid Snow Shoveling Injuries This Winter by Following These Simple Tips:

- Individuals over the age of 40, or those who are relatively inactive, should be especially careful.
- If you have a history of heart trouble, do not shovel without a doctor's permission.
- Do not shovel after eating or while smoking.
- Take it slow! Shoveling (like lifting weights) can raise your heart rate and blood pressure dramatically; so pace yourself. Be sure to stretch out and warm up before taking on the task.
- Shovel only fresh snow. Freshly fallen, powdery snow is easier to shovel than the wet, packed-down variety.
- Push the snow as you shovel. It's easier on your back than lifting the snow out of the way.
- Don't pick up too much at once. Use a small shovel, or fill only one-fourth or one-half of a large one.
- Lift with your legs bent, not your back. Keep your back straight. By bending and "sitting" into the movement, you'll keep your spine upright and less stressed. Your shoulders, torso and thighs can do the work for you.
- Do not work to the point of exhaustion. If you run out of breath, take a break. If you feel tightness in your chest, stop immediately.

Announcements

Title: Adult CPR Training
Dates: Mondays 6-10 PM, Tuesdays 6-10 PM, and Saturdays 8:30 AM-12:30 PM now through June 24, 2006
Location: American Red Cross, Frederick County Chapter
2 E. Frederick Street, Walkersville, MD 21793
Description: The American Red Cross, Frederick County Chapter is offering an adult CPR training course. The four hour training course teaches how to recognize and care for breathing and cardiac emergencies in adults. A certificate, valid for one year will be issued upon successful completion of the course.
Phone: (301) 662-5131
Web: <http://www.frederickredcross.org>

Title: Second Annual OSHA Emergency Preparedness and Response Conference
Dates: Conference: June 5-6, 2006, OSHA Training Courses: June 7-9, 2006
Location: University of Findlay School of Environmental and Emergency Management
1000 N. Main Street, Findlay, OH 45840
Description: The University of Findlay School of Environmental and Emergency Management is hosting the Second Annual OSHA Emergency Preparedness and Response Conference. Topics to be covered include terrorism preparedness and environmental health and safety training.
Phone: 1-800-521-1292
Web: <http://seem.findlay.edu>

Title: USEPA Online EMS Training Course
Dates: Any Time
Location: Online
Description: The course provides an overview of how environmental management systems (EMS) can support environmental programs at facilities. The course takes about one hour to complete.
Web: <http://www.epa.gov/epaoswer/ems/ems-101/ems-101.htm>

Title: Qualified Recycling Program Course
Dates: Multiple Dates
Location: U.S. Army Logistics Management College
2401 Quarters Road, Fort Lee, VA 23801-1705
Description: The course provides training on how to identify and market recyclable materials. The course is for any person or organization that generates recyclable materials, is associated with an installation recycling program or DoD precious-metals recovery program, or works with a Defense Reutilization and Marketing Office.
Web: <http://www.almc.army.mil/EMD/Page 5.html>

Title: USACE Various Environmental Training Courses
Dates: Multiple Dates
Location: Multiple Locations
Description: The U.S. Army Corps of Engineers Professional Development Support Center is offering various courses in 2006. Courses include Environmental Regulatory Practical Application (CN 398), Hazardous Waste Manifesting/DOT Initial Certification (CN 223) (ISEERB and DoD 4500.9-R approved), and DOT Recertification (CN 429) (ISEERB and DoD 4500.9-R approved).
Web: <http://pdsc.usace.army.mil/CrsSchedule.aspx>

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Do you have an announcement, comment or topic you would like to see in the next newsletter? Please feel free to contact Alan Lederman, Universe Technologies, Inc. (UNITEC) at 301-695-0982 or alederman@unitec-md.com