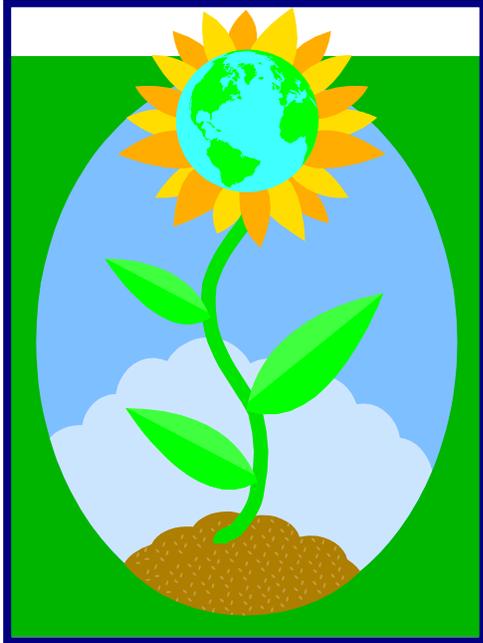


*Air Force Research Laboratory
Wright-Patterson AFB, Ohio*



**Environmental,
Safety and
Occupational Health
(ESOH) Newsletter**

May-June 2003

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Safe Refueling and Fuel Handling

Thanks to Terry Garrison, AFRL/DS for forwarding this article.

Here are consumer refueling and fuel safety guidelines that will help keep you and your family safe when refueling your vehicle or filling up gasoline storage containers:

- ❖ Turn off your vehicle engine while refueling. Put your vehicle in park and/or set the emergency brake. Disable or turn off any auxiliary sources of ignition such as a camper or trailer heater, cooking units, or pilot lights.
- ❖ Do not smoke, light matches or lighters while refueling at the pump or when using gasoline anywhere else.
- ❖ Use only the refueling latch provided on the gasoline dispenser nozzle, – never jam the refueling latch on the nozzle open.
- ❖ Do not re-enter your vehicle during refueling.
- ❖ In the unlikely event a static-caused fire occurs when refueling, leave the nozzle in the fill pipe and back away from the vehicle. Notify the station attendant immediately.
- ❖ Do not over-fill or top-off your vehicle tank, which can cause gasoline spillage.
- ❖ Avoid prolonged breathing of gasoline vapors. Use gasoline only in open areas that get plenty of fresh air. Keep your face away from the nozzle or container opening.
- ❖ When dispensing gasoline into a container, use only an approved portable container and place it on the ground when refueling to avoid a possible static electricity ignition of fuel vapors. Containers should never be filled while inside a vehicle or its trunk, the bed of a pickup truck or the floor of a trailer.
- ❖ Only store gasoline in approved containers as required by federal or state authorities. Never store gasoline in glass or any other unapproved containers.
- ❖ When filling a portable container, manually control the nozzle valve throughout the filling process. Fill a portable container slowly to decrease the chance of static electricity buildup and minimize spilling or splattering.
- ❖ Fill container no more than 95 percent full to allow for expansion.
- ❖ Place cap tightly on the container after filling - do not use containers that do not seal properly.
- ❖ If gasoline spills on the container, make sure that it has evaporated before you place the container in your vehicle. Report spills to the attendant.
- ❖ When transporting gasoline in a portable container make sure it is secured against tipping and sliding, and never leave it in direct sunlight or in the trunk of a car.
- ❖ Never siphon gasoline by mouth nor put gasoline in your mouth for any reason. Gasoline can be harmful or fatal if swallowed. If someone swallows gasoline, do not induce vomiting. Contact a doctor immediately.
- ❖ Keep gasoline away from your eyes and skin; it may cause irritation. Remove gasoline-soaked clothing immediately.
- ❖ Use gasoline as a motor fuel only. Never use gasoline to wash your hands or as a cleaning solvent.



Making Safety Training Successful

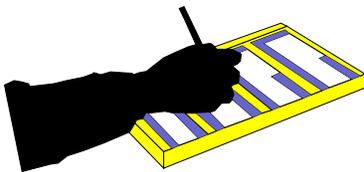
Supervisors are key to any safety training program. Supervisors should be providing employees (military and civilian) with job safety, fire prevention, and health training as required by the Air Force Occupational Safety and Health Program (AFOSH). For administrative areas, safety training may be as simple as handing out pamphlets, magazines, posters and newsletters. For industrial areas, safety training might cover workplace specific or hazard specific areas. As a supervisor, sometimes you may have to be creative and inventive when conducting training, but the bottom line is getting the message to your personnel in the workplace. Supervisors must also provide safety training to newly assigned individuals. Safety training is the tool used to inform personnel and make them aware of the potential hazards in the workplace.

The AF Form 55, Employee Safety and Health Record, is to be used as a guide and documentation record for general and specialized job safety, fire prevention, and health training for both military and civilian personnel whose work environment is primarily low risk. Administrative areas do not require documentation on the AF Form 55. However, everyone should document all safety, health, and environmental training, including ESOH Awareness Training, on the AF FORM 55.



Supervisors must prepare a comprehensive job safety training outline covering the mandatory 23 items contained on the Form 55. This training is to be provided initially; upon reassignment; or when there is a change in equipment, processes, substances, or new work conditions. This initial training also applies to workers who are part-time, temporary, or detailed to the organization. When the training is completed, the Form 55 should be completed, annotating the type of training, date provided, and signed by both the worker and supervisor. The “remarks” section should be used to summarize the type of training covered.

AFMC Forms 315 and 316



Supervisors should develop inspection checklists as needed and conduct safety inspections of administrative areas quarterly and industrial/laboratory areas monthly. The inspection results should be documented on the AFMC Form 315, Supervisor Safety Inspection Record, and maintained for one year. Safety meetings should also be

conducted at the frequencies specified above for inspections. The meetings will be documented on the AFMC Form 316, Supervisor Safety Meeting Minutes, and maintained for one year. These meetings may be conducted separately or with other regular group meetings.

For more information on safety training requirements, contact your Unit Safety Monitor or the Safety Office at 40888.

Visit ASC/SEG's Safety Home Page at:

<http://www.asc.wpafb.af.mil/asc/safety/index.html>

BICYCLE SAFETY



Spring means time for outdoor recreation, including biking and motorcycling. The following articles address ways to ensure your springtime bike or motorcycle trip is a safe one.

Recreational biking for sightseeing, exercise, and challenge on off-road trails and smooth roadways best describes mountain biking and bicycle touring. While both activities differ, they also have many risks in common that must be addressed for a safe and enjoyable activity.

Choosing the proper bicycle for the type of riding you will do can be critical. Use touring bicycles on hard-surfaced roads and mountain bikes with rugged wheels either on hard or natural surfaces. Using a touring bicycle for riding off-road is dangerous and can lead to injury to the rider or cause extensive damage to the bicycle. Failure to consider the following items can result in accidents and delays that are easily preventable.

- Ensuring the bicycle is properly sized for the rider (Using a bicycle too large or too small can cause injury to the rider or an accident)
- Proper seat adjustment
- Tires are in good condition
- Tires fit properly and are inflated appropriately
- Wheel attachments are tight
- Pedals are the proper type for the riding you will do
- Handlebars are the proper height
- All gear is properly adjusted and arranged
- Reflectors are in place.
- And of course, WEAR A HELMET.

Ensuring the proper condition of your equipment can prevent serious injury. In addition to the aforementioned items, ensure a thorough check of the frame because abuse can cause cracks or weak areas. Look for obvious cracks at the point where tubes join, and also for cracks in the paint or ripples in the tube itself. Bicycle frames have been known to fail from time to time.

Bicycling is a safe activity, but accidents occur when all factors have not been adequately addressed. Before any planned bicycling activity occurs, thoroughly research, inspect, and evaluate each factor. Faulty brakes on a bicycle, an unsafe area, or an unprepared cyclist can lead to problems with safety and risk management.

Mandatory Motorcycle Training

From Rick Gallivan HQ AFRL\DS ESOH



At the Base Safety Council meeting we were reminded that ALL military MUST receive motorcycle training if they intend to use a motorcycle. In 1999 a change was made to AFI 91-207 and civilians are NOT required to take motorcycle training to use their bike on Base UNLESS they are planning on using a motorcycle as part of their job. What does that mean? As a civilian, you don't have to have training if you're driving to and from work, but if your job requires you to "run errands, or go places for work", then you have to take the training.

Motorcycle Training may be taken either at Xenia (Greene Co. Recreation, Parks & Cultural Arts @ 427-2883, ext. 7440), or the Troy Honda plant. Cost is \$25, but ASC Safety will reimburse.

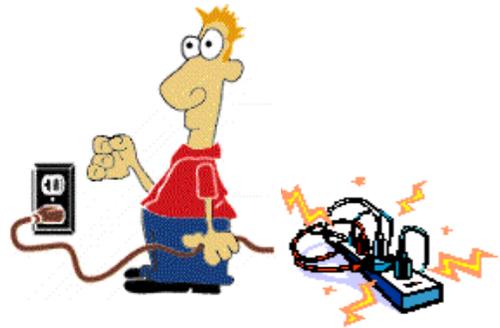
Military must have this training regardless of when or where they drive a motorcycle. I did receive responses from people who recommend this training regardless. In fact, the training at the Honda plant is so exceptional that their training will certify you for a license in the state of Ohio.

Contact Base Safety at 43391 for details on courses and reimbursement of costs, approximately \$25.00.

Extension Cords and Temporary Wiring

The following is a link to an OSHA website that discusses the use of extension cords and temporary wiring used for research projects in a laboratory environment. It is provided by the AFRL/HE safety folks. If you have any questions regarding electrical safety, please contact your Unit Safety Rep or the ASC/SEG Safety office at 43391.

http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=INTERPRETATIONS&p_id=21971&p_search_type=CLOBTEXTPOLICY&p_search_str=1910.305&p_text_version=FALSE#ctx1



Lawn Mower Trade-In Program Means Cleaner Air

Thanks to Connie Strobbe, 88 ABW/EM Air Program Manager for the following information:



The Miami Valley Regional Planning Commission's "Regional Ozone Action Program," in conjunction with Dewalt/Black & Decker, will be sponsoring a lawn mower trade-in program, April 28 through May 3, 2003 at the Dewalt/Black & Decker Service Center, 2898 South Dixie Drive in Kettering, just north of Dorothy Lane.

Miami Valley residents can trade-in their gasoline-powered lawn mowers and receive \$149.00 off the retail price of the 19" cordless rechargeable mulching mower with bag included, model #cmm1000. This mower is highly rated by a leading consumer magazine and with the discount your price will be just \$299.99 (plus tax).

Traded-in lawn mowers must be drained of all fluids (gasoline and oil). Customers must bring their lawn mower with them at the time of trade-in. Lawn mowers will be available on a first come, first served basis. On Saturday, 3 May 2003, from 12:00 noon - 2:00 p.m., the Black & Decker Service Center will be hosting a WMMX remote broadcast including free refreshments, pizza and prizes to promote the trade-in program.

The Regional Ozone Action Program is an educational/public awareness program, which encourages residents to modify their behavior in an effort to reduce ground-level ozone (smog). Lawn mowers and other small gasoline-powered engines do not typically have any air pollution control devices on them. Therefore, their emissions mix with bright, strong sunlight to form smog. Using a gasoline-powered lawn mower for one hour creates as much air pollution as driving a car for eleven hours! By using a battery-powered lawn mower, we can all breathe a little easier.

**For more information, contact the Regional Ozone Action Program at
(937) 223-6323.**

Give life this spring....



...give blood.



AFRL Blood Drive

14 and 28 May 03

0800-1400

Bldg 653 (ML Cafetorium)

Walk-ins Welcome ~ Free Snacks, Pizza at Lunch

Reserved Parking in front of Bldg 653

For info contact the

Donor Center at 70580 or 71038

ESOH Training and Opportunities

Wright-Patterson ESOH Web Sites:

ENVIRONMENTAL MANAGEMENT: <http://www.abwem.wpafb.af.mil/em/>

SAFETY: <https://www.asc.wpafb.af.mil/asc/safety/index.html>

PUBLIC HEALTH: <https://wpmc3.wpafb.af.mil/amds/ph/index.htm>

BIOENVIRONMENTAL ENGINEERING: <https://www.bio.wpafb.af.mil/>

HEALTH AND WELLNESS CENTER (HAWC):

<http://wpmc1.wpafb.af.mil/pages/hawc/>

CAP OFFICE: <https://www.afmc-mil.wpafb.af.mil/ESC/MM/CAP/>



RCRA Hazardous Waste Training: Mandatory for all employees who generate hazardous waste. Issue Point (IP) Managers, Hazwaste generators, primary and alternate Initial Accumulation Point (IAP) managers, Unit Environmental Coordinators (UECs), and supervisors of all these individuals must take annual RCRA training.

PLEASE SCHEDULE ALL RCRA HAZARDOUS WASTE TRAINING with Susan Dilworth at 75627 x223 or [CLICK HERE to schedule electronically](#)

Initial Training: 15 May, 24 Jul, 25 Sep, 13 Nov 03

**Annual Refresher Training - AFRL Only
22 May, 24 Jul, 25 Sep, 13 Nov 03**

**Annual Refresher Training - Organizations other than AFRL
19 Jun, 21 Aug, 16 Oct, 18 Dec 03**

Environmental Compliance, Assessment and Management Program (ECAMP) Training (ENV220)



This course is designed to give students knowledge to successfully plan and execute an internal or external compliance assessment (such as ECAMP), prepare required reports, and direct the follow-up actions. For more information on the course visit [AFIT's Website](http://cess.afit.af.mil/env_020/default.htm) (http://cess.afit.af.mil/env_020/default.htm).

You must sign up for the course through your Training Focal Point (TFP). Contractor registration should be coordinated through their assigned organization's TFP. Additional paperwork is required for contractors to attend this course.

**For more information contact
Karen Thompson, 88 ABW/EMO at 72010 x 211**

Environmental, Safety and Occupational Health (ESOH) Awareness Training

15 Jul, 22 Oct 03

Sign up with 88 ABW/ EM, Treva Bashore, 72201 x233

This course covers a broad range of topics and requirements that apply to all of us at Wright-Patterson, including mandatory training requirements. This course is highly recommended for all employees on Base, including contractors. Supervisors are highly encouraged to attend.



CPR Training

Required for electrical and confined space workers per 29 CFR 1910.151. The American Heart Association recommends CPR refresher training every two years and the American Red Cross recommends CPR refresher training every year. CPR training (per the American Heart Association) is **taught at the Base Hospital every Tuesday** provided that there are enough students.

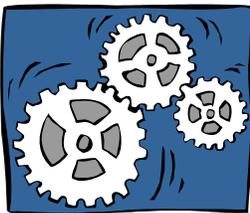
**Contact Marcia Wilson at 79347 or Karen Turner 48384
(Bldg 675 Area B)**



Operational Risk Management (ORM)

To sign up, contact Chuck Swankhaus at 43390

ORM is a tool anyone can use to help with planning and decision-making in order to reduce or eliminate potential risks and increase efficiency. The Safety Office (ASC/SEG) has made two ORM briefings available over the Internet. Click on the following links to learn more about ORM:



Awareness Level ORM Training:

https://www.asc.wpafb.af.mil/asc/safety/orm/exec_training.ppt

Level II ORM Training:

https://www.asc.wpafb.af.mil/asc/safety/orm/orm_level_ii_training.ppt

Public Health Training for 2003

All Training will be held at 1400 in the Public Health Classroom in building 675, located in Area B. If needed, more classes will be added to the schedule. To sign up for training or work specific education, please contact Public Health at 255-2515.



Hazardous Communication (HAZCOM)

25 Jul, 24 Oct 03

This course is a Train-the-Trainer course that provides mandatory HAZCOM training to supervisors and safety reps responsible for their organization's HAZCOM program. Must have previously had general Hazcom.

Hazcom training per 29 CFR 1910.1200 is required for all employees who use, handle, or may be exposed to hazardous materials upon initial assignment to that job (if not already receiving Chemical Hygiene Training per 29 CFR 1910.1450). HAZCOM refresher training is required whenever a new chemical or hazardous process is introduced into the work area or it is evident an employee needs refresher training. Otherwise, there is no "annual" requirement for HAZCOM training.

Ergonomics Training

23 May, 22 Aug, 21 Nov 03

Open to all interested DOD and military workers. Focus will be on Repetitive Motion Illnesses. If you would like in-depth ergonomic training that is more job specific, Public Health is available to do that on a one-to-one basis.



Reproductive Hazards in the Workplace

9 May, 8 Aug, 7 Nov 03

Open to workplace supervisors, safety reps, and any interested Base personnel.

Laser Hazards

13 Jun, 12 Sep, 12 Dec 03

Open to workplace supervisors or Safety Reps.

Asbestos Awareness

20 Jun, 19 Sep, 5 Dec 03

Mandatory for all building managers and CE personnel.

Hearing Conservation (General)
2 May, 11 Jul, 26 Sep, 14 Nov 03

Open to all base employees, recommended for all employees routinely exposed to noise.

Hearing Conservation (Supervisors)
6 Jun, 22 Aug 03

Mandatory for all supervisors and safety reps working around hazardous noise.



Chemical Hygiene
27 Jun, 5 Sep 03

Open to all AFRL supervisors and safety reps.

OTHER PUBLIC HEALTH TRAINING AVAILABLE UPON REQUEST

Cadmium	Carbon monoxide
Cold Stress	Heat Stress
Lead	Personal Protective Equipment
Respiratory Protection	Benzene
Formaldehyde	Universal Precautions/ Bloodborne Pathogens



**Health and
Wellness Center**

Call **904-WELL (9355)** to get the latest schedule of classes. Class sizes are limited. All classes require pre-registration but are free. Classes will be held at Hangar 22 (Bldg 571) Area B - Wright Field Fitness Center. Many briefings can be individualized and brought to your organization.

To schedule an appointment or for more information, please email Annette.Crawford@wpafb.af.mil, or call the HAWC at 904-WELL (9355).



If you have any suggestions for this newsletter or if you would like to be added / removed from the distribution list, please contact [Mary Shelly](#).