

## **INDUSTRIAL HYGIENE DEPARTMENT**

### **INDUSTRIAL HYGIENIST AND INDUSTRIAL HYGIENE TECHNICIAN TRAINING PROGRAMS**

**INDUSTRIAL HYGIENE DEPARTMENT TRAINING PROGRAM FOR INDUSTRIAL HYGIENISTS (IHs) AND INDUSTRIAL HYGIENE TECHNICIANS (IHTs);**  
(written November 1993; most recent edit September 2011)

**SUBJECT:** Training program for civilian and military industrial hygienists (IH) and industrial hygiene technicians (IHT).

**PURPOSE:** To provide IHs and IHTs with a working knowledge of industrial hygiene principles, techniques, monitoring equipment, and Navy policy in order to more efficiently perform their jobs.

**INTRODUCTION:** This is the Industrial Hygiene Department training program for newly hired, as well as experienced, IHs and IHTs. This program is designed to provide a targeted series of formal training courses and conferences that, when mixed with on the job training, should ensure that personnel are able to competently perform their jobs.

Upon arrival in the Industrial Hygiene Department, each person will be given a series of books or instructions relevant to the profession. A list of some of these materials is included in this instruction.

Following this list, two tracks are contained in this program, one for an IH and one for an IHT.

Individual development plans (IDPs) will be used to break this program down into more manageable, year by year, goals for each individual. The track for an IH is the appropriate track for a military industrial hygiene officer (IHO).

This training program is funding dependent; lack of money will necessitate more creative methods of training staff.

#### **LIST OF MATERIALS AVAILABLE FOR NEW IH AND IHT:**

- OPNAVINST 5100.23G (or latest version)
- OPNAVINST 5100.19E (or latest version)
- DODINST 6055.1 of 19 August 1998- DOD Safety and Occupational Health (SOH) Program
- DODINST 6055.12 of 3 December 2010- Hearing Conservation Program (HCP)

- Industrial Hygiene Department Rules-of-the-Road (an in-house publication)
- MIL-HDBK-1003/17A of 31 JAN 1990 - Military handbook, industrial ventilation systems (NEESA)
- Interim Technical Guidance ITG FY 03-4 NAVFAC Mold Response Manual of 5 June 2003
- ACGIH - Documentation of the TLVs and BEIs (latest edition, funding dependent)
- World Wide Web (WWW) access to a host of reference material including regulations from OSHA, instructions and rules from the Navy, and manuals from the Navy and Marine Corps Public Health Center (NMCPHC) such as their Industrial Hygiene Field Operations Manual (IH FOM).
- OPCODE dictionary (for work task classification on sample sheets)
- STRESSOR dictionary (for chemical stressor designation on sample sheets)
- CIHL sampling guide (details air sampling techniques, media, etc.)

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## **INDUSTRIAL HYGIENE DEPARTMENT TRAINING PROGRAM FOR INDUSTRIAL HYGIENISTS (IHs)**

**INTRODUCTION:** Our GS-690 series positions have a noncompetitive ladder, GS 5, 7, 9, and 11, ranging over a period of four years. Upon "arrival" at the GS 11, or journeyman, level, an IH can independently perform IH surveys with minimal direct supervision. Training for higher graded personnel is directed toward enhancing professional development. The training necessary for an IHO is dependent on the individual's level of experience upon arrival.

**COURSE & CONFERENCE LIST:** Our game plan, dependent upon money, is that each IH can attend one course or conference per year. Introductory courses may be waived for more experienced individuals. Other courses may be required at the discretion of the supervisor to meet departmental needs.

**Core Training (essential classroom training that every industrial hygienist should receive at least once during their career; in alphabetical order):**

- Asbestos inspector course, inspector refresher
- Asbestos project designer course (one person per Division), project designer refresher
- Ethics for industrial hygienists
- Exposure assessment course
- Indoor air quality assessment course
- Industrial Hygiene Fundamentals course
- Mold assessment course
- Noise course
- Respirator course

- Toxicology course
- Ventilation course

**Supplemental Training (non-core, not-as-essential classroom training that every industrial hygienist should consider at least once during their career; in alphabetical order):**

- American Industrial Hygiene Conference and Exposition (AIHC & E); AIHC & E attendance is prioritized using the following criteria: CIH, in order to receive maintenance points; staff member, preferentially one who is an ACGIH or AIHA member, who is attending the AIHC & E to sit for the certification exam; and finally, other staff members
- Chemical, Biological, Radioactive, Nuclear Exposure (CBRNE) course
- Comprehensive Industrial Hygiene Review course (for those individuals scheduled to take the ABIH certification exam)
- Confined space assessment course
- Ergonomics course
- General safety course
- Hampton Roads Federal Safety and Health Council meetings
- Hazardous materials (HAZMAT) course
- Industrial Hygiene Department Continuing Education (CE) sessions (irregularly scheduled)
- Lead course
- Mishap Investigation course
- NAVSAFCEN PDC
- NMCPHC (or AFPHC) Occupational Safety and Health Workshop
- Nonionizing radiation course
- Shipboard safety course (for Industrial Hygiene Officers)
- Tidewater Local Section, AIHA PDC

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**INDUSTRIAL HYGIENE DEPARTMENT TRAINING PROGRAM FOR INDUSTRIAL HYGIENE TECHNICIANS (IHTs)**

**INTRODUCTION:** The GS-699 series position has a noncompetitive ladder, GS 5, 6, 7, 8, and 9, ranging over a period of five years. Upon "arrival" at the GS 9 level, an IHT can independently perform IH sampling with minimal direct supervision. The training necessary for a military IHT will be dependent on the individual's level of experience upon arrival.

**COURSE & CONFERENCE LIST:** Our game plan, dependent upon money, is that each IHT will be able to attend one course or conference per year. Introductory courses may

be waived for more experienced individuals. Other courses may be required at the discretion of the supervisor to meet departmental needs.

**Core Training (essential classroom training that every industrial hygiene technician should receive at least once during their career; in alphabetical order):**

- Asbestos inspector course, inspector refresher
- Industrial Hygiene Fundamentals course
- Noise course
- Respirator course

**Supplemental Training (non-core, not-as-essential classroom training that every industrial hygiene technician should consider at least once during their career; in alphabetical order):**

- Hampton Roads Federal Safety and Health Council meetings
- Indoor air quality (IAQ) assessment course
- Industrial Hygiene Department Continuing Education (CE) sessions (irregularly scheduled)
- Lead course
- Mishap investigation course
- Mold assessment course
- NAVSAFCEN PDC
- NMCPHC (or AFPHC) Occupational Safety and Health Workshop
- Tidewater Local Section, AIHA PDC

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