

Industrial Hygiene

- To cooperate in the development of adequate, effective measures to prevent exposure to harmful agents
- To examine periodically those employees who are working with or exposed to hazardous materials
- To restrict employees from further exposure on a medical basis whenever warranted by findings of such periodic examinations

Industrial hygiene organization

The industrial hygiene organization is primarily responsible for monitoring the work environment and assisting the process engineer in ensuring that a safe environment is provided and maintained. It has a responsibility

- To advise appropriate organizations of the potential hazard arising out of any current or proposed process or operation
- To establish hygienic standards and to make appropriate tests periodically to ensure that the standards are met
- To specify the design and quality of all types of personal protective equipment and to prescribe standards for their use
- To recommend controls necessary to minimize employee exposure to harmful environmental factors or stresses
- To assist the supervisor in educating employees on practices, precautions, and procedures established to control their occupational exposure
- To review present and proposed practices and to ensure that they are in accordance with established standards
- To survey all new installations before they are turned over to shop personnel

Safety organization

The safety organization plays an integral part in the overall environmental health program. Its responsibilities are

- To conduct an effective safety program by coordinating the educational, engineering, supervisory, and enforcement activities related to the safety program

- To provide educational material for any safety training program for personnel working with hazardous materials
- To assist the supervisor in teaching his employees safety rules, regulations, and procedures
- To conduct safety surveys to insure that proper practices and procedures are being followed
- To recommend changes in safety rules, regulations, and procedures to keep pace with technological advancements

Purchasing organization

The purchasing organization's responsibilities are to ensure that only equipment and materials approved by the industrial hygiene, safety, medical, and other appropriate departments are purchased for use in the company.

Supervisor's responsibilities

Each supervisor is responsible for maintaining safe working conditions within his organization and for directly implementing the safety program. His responsibilities are

- To maintain a work environment that assures the maximum safety for his employees
- To make certain that applicants (newly hired or transferred) have been examined by the medical organization and approved for the job before being assigned to work
- To instruct employees periodically on precautions, procedures, and practices to be followed to eliminate accidental exposure to harmful agents
- To ensure that meticulous housekeeping practices are developed and employed at all times
- To ensure that food, candy, beverages, other edibles, and tobacco are not stored or consumed in work areas, where toxic materials may be present
- To inform promptly the engineering, industrial hygiene, and safety organizations of any operation or condition which appears to present a hazard to his employees
- To inform the medical organization