

## NATIONAL SAFETY MONTH SAFETY IS EVERYBODY'S JOB

JUNE 2006  
VOLUME 1, ISSUE 5

June is National Safety Month. This year marks the 10th anniversary of the National Safety Council's designation of National Safety Month. Throughout the month, the National Safety Council will address safety risks and include injury prevention tips applicable to the workplace, driving, emergency care and the home and community. All NOAA offices are encouraged to participate in the celebration of June Safety Month by attending any local safety event at your workplace. If you would like to download a presentation or weekly planners to help you organize a training event at your office, please [Visit the 2006 National Safety Month planners page today!](#)

### NOAA SECO ANNUAL WORKSHOP

NOAA's Safety & Environmental Compliance Office (SECO) recently held its annual workshop, March 28th - 30<sup>th</sup>, at NIST in Gaithersburg, MD. In attendance were members of SECO and the SECO line office representatives

Pete Wixted, Environmental Manager, and Cherie Stallman, Director, Office of Administrative Services led off the workshop with a DOC overview of safety and environmental compliance activities. Status reports from the various Environmental Compliance and Safety working group teams were also presented.

Line office representatives gave briefings on "Charter Vessel Safety," "Aviation Safety," "Small Boat Safety," and "Safety Investigation Lessons Learned." Dan

Madrzykowski of NIST, a leading fire researcher, presented a very informative talk on fire safety and urged all new construction to include fire sprinklers.

Working group teams had an opportunity to meet and put the final touches on FY06 action plans which were presented to the group on March 30<sup>th</sup>. Formal discussion of all the plans followed.

SECO Director, John Pierson, gave a summary of the roles and responsibilities for the Teams, SECO, and the LO's. Lastly, the NOAA chief administrative officer, Bill Broglie gave the closing remarks on "Where Do We Go from Here?"

This workshop presented a very positive atmosphere for all members of the SECO team to come together, exchange information and requirements to formulate viable actions plans to meet future challenges.



## EMERGENCY HOME PLANNING

With the prediction of a higher than average number of hurricanes and a severe storm season this year, it is important that every American home should have a basic emergency supply kit. The concept behind the emergency supply kit is for each household to be self-sustaining for at least three days until normal services can be restored.

Following is a listing of some basic supply items that every emergency kit should contain. Individuals should review this list and consider any unique requirements due to climate conditions or special family needs.

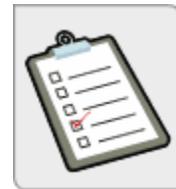
### Recommended Items to Include in a Basic Emergency Supply Kit:

- Water, one gallon of water per person, per day for at least three days, for drinking and sanitation. Consider more for hotter climates.
- Food, at least a three-day supply of non-perishable food, per person
- Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert and extra batteries for both.
- Flashlights and extra batteries for each.
- First aid kit.
- Whistle to signal for help.
- Dust masks, to help filter contaminated air and plastic sheeting and duct tape to shelter-in-place.
- Moist towelettes, toilet paper, garbage bags and plastic ties for personal sanitation.
- Wrench or pliers to turn off utilities
- Manual can opener for food.
- Local maps.



### Additional Items to Consider Adding:

- Prescription medications, glasses and any special personal hygiene items.
- Pet food and extra water if you have pets.
- Depending on the local climate, sleeping bags or blankets for each family member.
- Cash or Traveler's Checks - Remember ATM and credit card payment machines do not work during power outages.
- Mess kits, paper products, plastic utensils, and matches in a waterproof container.
- Extra clothing for each family member.
- Household chlorine bleach and a medicine dropper.



How you design and stock you emergency supply kit is up to you. However, now is the time to accomplish this task.

### Helpful Tips:

- If you live in an all-electric house or apartment, you might invest in an in-expensive camping stove for you emergency kit.
- In houses or apartments that have hot water heaters, if the heaters are not damaged, they will contain water that is safe for drinking - another source of drinking water.

Further emergency planning information is available at [www.ready.gov](http://www.ready.gov).

## Pandemic Influenza Planning

On November 1, 2005, President Bush announced the National Strategy for Pandemic Influenza. Since that time, extensive pandemic planning has been underway throughout the Federal Government. The results of that planning effort were released May 2, 2006 in a detailed Implementation Plan. This plan details the roles and responsibilities of federal agencies during an influenza pandemic including maintaining essential government functions, coordinating international efforts, meeting public health challenges, and protecting the health of federal employees. Planning guidance is also provided to businesses, schools, and families. The plan along with additional resources is available at [www.PandemicFlu.gov](http://www.PandemicFlu.gov).

It is important to note that there is not a human influenza pandemic at this time, nor can we say that a pandemic is imminent. However, as the President has noted, a new strain of influenza virus (H5N1) has been found in birds in Asia, and it has been shown that this virus can infect humans. If the virus mutates in certain ways, it is possible that it could lead to a pandemic.

Because this threat does exist, the Department is taking precautionary steps to protect our employees. Over the coming weeks, bureaus will be asked to update their Continuity of Operation (COOP) plans to address the unique challenges posed by a pandemic. The Office of Human Resources Management will also distribute information on employee health and personnel policy as that guidance becomes available. Finally, while the Department is taking steps to protect our employees, we encourage you to review the family preparedness resources provided by CDC: <http://www.pandemicflu.gov/plan/tab3.html>.

If you have general questions regarding pandemic influenza, you will find many answers and the latest information at the links we have provided at

[http://www.ohrm.os.doc.gov/Safety\\_and\\_Health/PROD01\\_001347.html](http://www.ohrm.os.doc.gov/Safety_and_Health/PROD01_001347.html).

You can also e-mail questions to [OOSH@doc.gov](mailto:OOSH@doc.gov) or contact Fred Fanning, Director of the Office of Occupational Safety and Health, at (202) 482-4935.

---

### NOAA and U.S. Coast Guard Conduct Medical Evacuation Drill

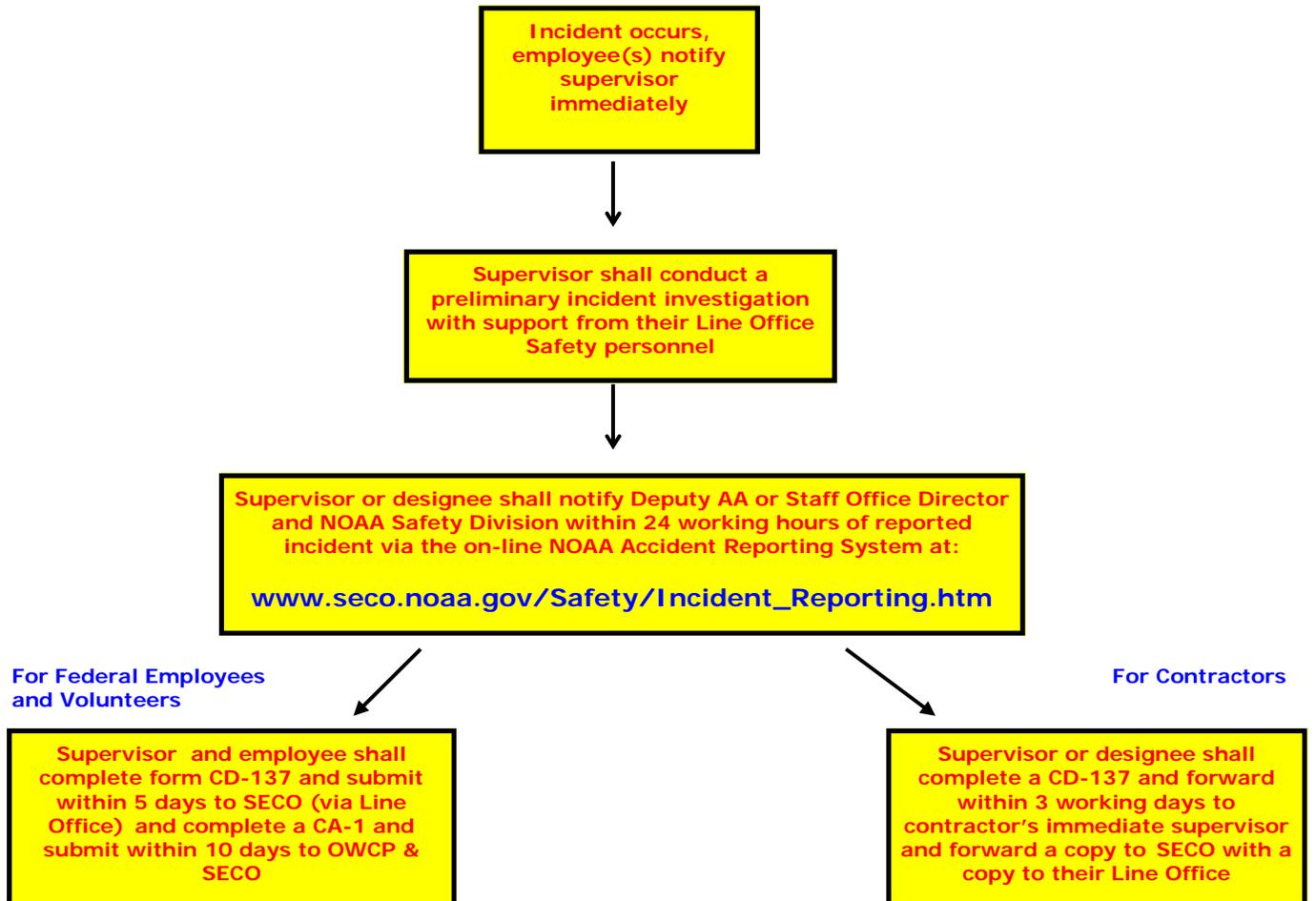
On April 24, 2006, NOAA ship OSCAR ELTON SETTE conducted a medical evacuation drill with a United States Coast Guard District 14 HH-65 helicopter. The SETTE rendezvoused with the HH-65 during a fire drill while transiting from Honolulu to the Island of Hawaii. A Coast Guard rescue swimmer was lowered to the ship from the helicopter (see picture on the right) and then directed the crew in the proper way to handle the tagline and rescue basket. After forty-five minutes the helicopter retrieved the rescue swimmer and headed back to the airfield, but not before making one last pass to give the scientists a chance to snap some photos



## Incident Reporting Procedures A Guide for Supervisors

One of the most frequently asked questions to SECO is from supervisors requesting the correct procedures for reporting incidents and accidents and submitting OWCP forms. Here is a chart to help you through this process of reporting all incidents based on our established procedures;

### FLOW CHART FOR REPORTING INCIDENTS AND ACCIDENTS



\*Note: Some Contractors are tracked on Federal OWCP Programs; contact SECO for guidance.

**Chief, NOAA Safety Division**  
Tom Altvater  
(301) 713-2870 ext. 132

**NOAA FSMs**  
Ben Bond  
(310) 713-2870 ext. 114  
Ron Mattox  
(816) 426-7810  
Rhonda Carpenter  
(303) 497-3912  
Joe Duran  
(206) 526-6049  
Craig Gillis  
(301) 713-2870 ext 116

**Forms**

**CD-137 - Report of Accident/ Illness.** Completed by on-site supervisor and employee.

**CA-1 – OWCP, Notice of Traumatic Injury.** Completed by employee's supervisor and employee.

**NOAA On-line Accident Reporting System.** Completed by supervisor 24 hours of reported incident.

**All forms are available at:**  
[www.seco.noaa.gov](http://www.seco.noaa.gov)

**Office of Workers Compensation Program "OWCP"**

Submit all OWCP claims to:

CCSI, L.P.  
300 E. Royal Lane  
Suite 200  
Irving, Texas 75039

Attn: James Gonzales  
(800) 743-2231

## Get Tangled Up In the Web (Web Based Training That Is)

By Ron Mattox

As a NOAA employee in these times of fiscal restraint and budget shortfalls, have you ever wished that your division or line office could afford to send you to Anytown, USA to get that training that you need or want. Training to fulfill your job responsibilities, be they your regular duties or your collateral safety and/or environmental duties, keep your career on an upward trajectory or simply to expand your knowledge base about things that affect your work life. Don't fret my friends, that training may be available at the touch of a finger, right under your nose, via the magic that is the World Wide Web.

Did you know that the Safety and Environmental Compliance Office (SECO) is working hard to ensure that all the safety and environmental courses that can be presented on the web are there and available for your use? Yes, it's true and people from your Line Office are taking part in this effort, working with SECO staff to ensure that training that you need and want is available to you via Web Based Training (WBT). The best things about WBT is that you can take the training without leaving your work environment, doesn't disrupt your life by traveling to another city or location, doesn't cost the government travel and per diem expenses and you can take the training at your own pace (even stop and start the training to take those all important stretching breaks).



The SECO would like for it to become second nature to all NOAA employees to rely on the SECO for access or guidance for all of your safety and environmental training needs. Bookmark the SECO webpage at <http://www.seco.noaa.gov> and go there for any safety or environmental questions or concerns you have, anything from accident illness reporting, contact numbers for safety and environments professionals in your area or region to the latest WBT resources and links. We have been working closely with the NOAA E-Learning office to make as many safety and environmental training topics as possible available to all NOAA employees and contractors by way of WBT on NOAA's E-Learning. If you haven't been exposed to or used NOAA's E-Learning, simply go to <http://www.e-learning.doc/NOAA> and check it out. Do your part, work smart, take advantage of these fantastic resources, you'll be glad you did and so will

---

### HURON EXPLORER

The NOAA research vessel (R/V) HURON EXPLORER recently became the first modern U.S. research vessel (R/V) to operate free of petroleum products. In 2004, the HURON EXPLORER became the third vessel operated by the OAR Great Lakes Environmental Research Laboratory (GLERL) to conduct research on the Great Lakes.

In August 2005, the HURON EXPLORER completed its transformation from petroleum products to biofuels and lubricants by incorporating 100 percent soy biodiesel for engine fuel, canola-based motor oil, and rapeseed-based hydraulic oil for its deck crane, winches, transmission and steering gear.

Besides the benefits of operating free of petroleum products, other significant benefits include dramatic reductions in emissions and wet exhaust odors, and the use of biodegradable vegetable oils offers additional environmental protection in the event of accidental spills or leaks.



# Summer Safety For Children

## *Protecting Children From the Sun*

### *Sunburns hurt.*

Sunburns also can cause dehydration and fever in children. It is up to adults to take precautions to keep children safe from the sun's dangerous rays.

Babies younger than 6 months of age need extra protection from the sun because their sensitive skin is thinner than adult skin and causes them to sunburn more easily. Follow these specific sun-safety rules for children younger than age 1:

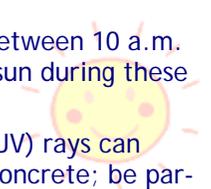
Babies younger than 6 months should be kept out of direct sunlight. Move your baby to the shade or under a tree, an umbrella or a stroller canopy.



- Dress your baby in clothing that covers the body, such as comfortable, lightweight long pants; long-sleeved shirts; and hats with brims that shade the face and cover the ears.
- If your baby gets a sunburn and is younger than age 1; contact your pediatrician at once. A severe sunburn is an emergency.
- For babies older than 6 months of age, choose a sunscreen made for children.

The following sun-safety tips apply to all ages:

- The sun's rays are the strongest between 10 a.m. and 4 p.m. Try to stay out of the sun during these hours.
- The sun's damaging Ultra-Violet (UV) rays can bounce back from sand, snow or concrete; be particularly careful in these areas.
- Most of the sun's rays can come through the clouds on an overcast day; use sun protection even on cloudy days.
- When choosing a sunscreen, look for the words "broad-spectrum" on the label. This means that the sunscreen will screen out both Ultra-Violet B (UVB) and Ultra-Violet A (UVA) rays.
- Choose a water-resistant or waterproof sunscreen. Sunscreens that are "waterproof" should be reapplied every two hours, especially if a child is playing in the water.
- Use a sun protection factor (SPF) of at least 15.
- Apply sunscreen 30 minutes before going outdoors, it needs time to work on the skin.



By following these rules the summer can be fun and safe for everyone.

I hope everyone has a great summer. If there are any questions please feel free to contact Dr. Ben Bond, PA at NOAA SECO [ben.bond@noaa.gov](mailto:ben.bond@noaa.gov) and I will be happy to answer them. If anyone has any suggestions for future newsletters or for articles or information you would like to see on the web site, please contact Joe Duran at NOAA SECO [joe.duran@noaa.gov](mailto:joe.duran@noaa.gov) or Kevin Murray at [kevin.murray@noaa.gov](mailto:kevin.murray@noaa.gov). Thank you for visiting our web site and I hope it is both helpful and informative.

Ben Bond, PA



## OSHA's Hazardous Waste Operations and Emergency Response (HAZWOPER)



SECO is often asked by NOAA employees whether they are required to complete OSHA's Hazardous Waste Operations and Emergency Response (HAZWOPER) Training if their facility has emergency generator fuel-oil storage tanks. SECO does not require HAZWOPER emergency response training for employees responding to fuel-oil spills from an emergency generator storage tank. Responses to releases where there is no potential safety or health hazard are not considered to be emergency responses. Incidental discharges where the fuel-oil can be easily absorbed, neutralized, or otherwise controlled at the time of the release by employees in the immediate release area, or by maintenance personnel, are not considered to be emergency responses within the scope of 29 CFR 1910.120. If you would like to research this topic further, the OSHA website is a good place to start <http://www.osha.gov/html/fag-hazwoper.html>.

Although HAZWOPER training is not required, SECO does what to remind all who may respond to be familiar with their SPCC or Best Management Practice (BMP), remember -

### SWIMS:

- S—Stop the leak and eliminate ignition sources.
- W—Warn others.
- I—Isolate the area.
- M—Minimize your exposures. Stay upwind
- S—Standby to assist the emergency response contractor.



### ABOUT THIS NEWSLETTER

*This newsletter is brought to you by the staff of the Safety and Environmental Compliance Office (SECO). The issues will be produced on a quarterly basis and posted on <http://www.seco.noaa.gov/> to help increase awareness of the environmental, safety and health programs. If you have any questions or comments, please contact SECO at (301)713-2870.*