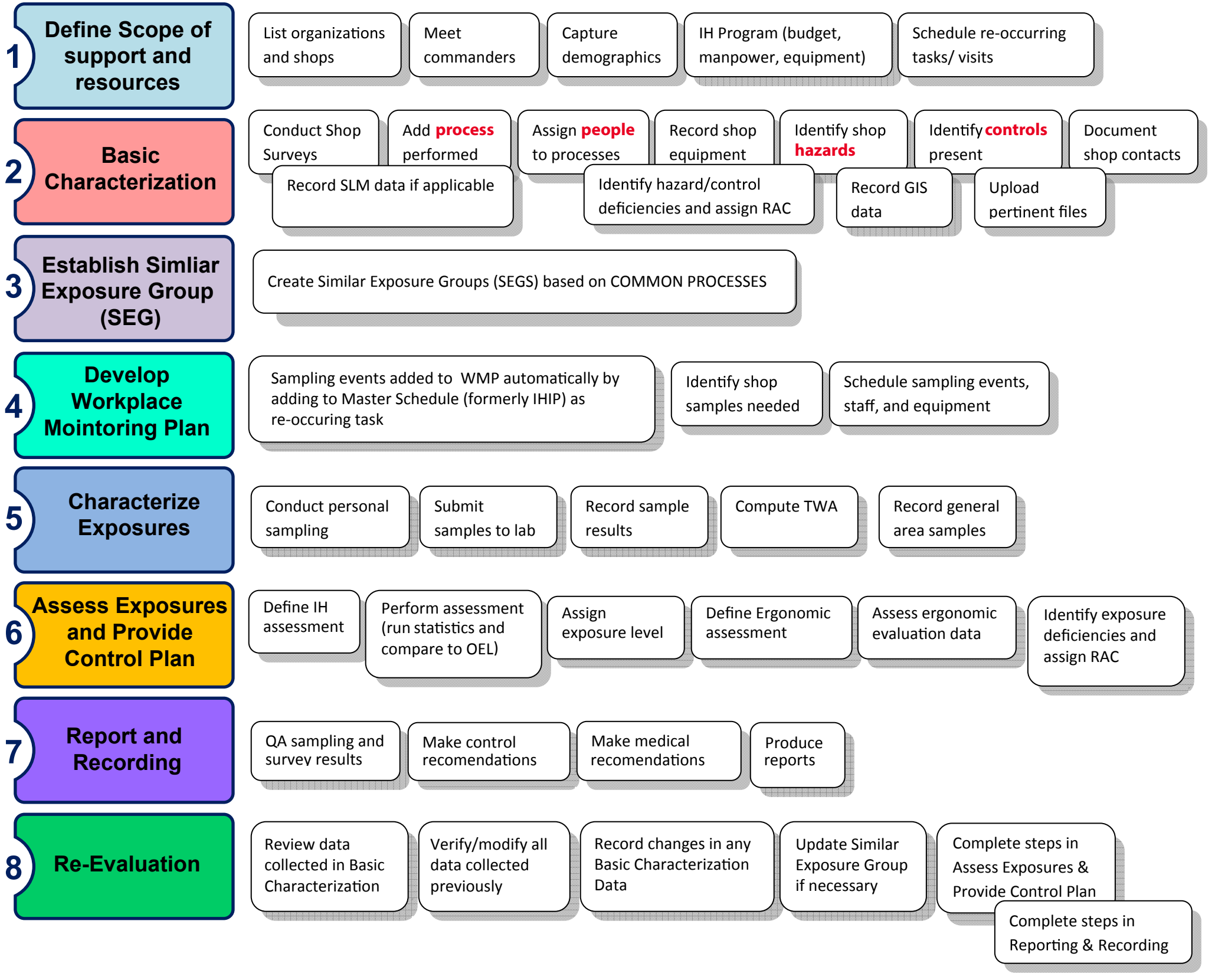
1 Define Scope of support and resources
List organizations and shops
Meet commanders
Capture demographics
IH Program (budget, manpower, equipment)
Schedule re-occurring tasks/ visits
2 Basic Characterization
Conduct Shop Surveys
Add process performed
Assign people to processes
Record shop equipment
Identify shop hazards
Identify controls present
Document shop contacts
Record SLM data if applicable
Identify hazard/control deficiencies and assign RAC
Record GIS data
Upload pertinent files
3 Establish Simliar Exposure Group (SEG)
Create Similar Exposure Groups (SEGS) based on COMMON PROCESSES
4 Develop Workplace Mointoring Plan
Sampling events added to WMP automatically by adding to Master Schedule (formerly IHIP) as re-occuring task
Identify shop samples needed
Schedule sampling events, staff, and equipment
5 Characterize Exposures
Conduct personal sampling
Submit samples to lab
Record sample results
Compute TWA
Record general area samples
6 Assess Exposures and Provide Control Plan
Define IH assessment
Perform assessment (run statistics and compare to OEL)
Assign exposure level
Define Ergonomic assessment
Assess ergonomic evaluation data
Identify exposure deficiencies and assign RAC
7 Report and Recording
QA sampling and survey results
Make control recomendations
Make medical recomendations
Produce reports
8 Re-Evaluation
Review data collected in Basic Characterization
Verify/modify all data collected previously
Record changes in any Basic Characterization Data
Update Similar Exposure Group if necessary
Complete steps in Assess Exposures & Provide Control Plan
Complete steps in Reporting & Recording