

UNITED STATES DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE
WASHINGTON, DC

FSQS DIRECTIVE	4339.2	8/23/79
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**MEDICAL EXAMINATIONS FOR EMPLOYEES
EXPOSED TO HAZARDOUS EMPLOYMENT CONDITIONS**

I. PURPOSE

This Directive gives procedures for obtaining medical examinations for employees exposed to dangerous materials or inordinate hazards in the course of their work.

II. CANCELLATION

Cancel FSQS Directive 4339.2 dated 6/28/78.

III. REASON FOR REISSUE

FSQS began a pilot surveillance program in 1978 due to the extensive laboratory work we perform which involves potentially dangerous chemicals and hazardous materials. Laboratories were asked to submit a list of chemicals used to the Department Medical Officer who determined tests needed and frequency of tests. The new procedures in paragraph VIII were developed from our evaluation of this project.

IV. COVERAGE

This Directive covers employees who work with or are exposed to any of the following:

- A. Dangerous chemicals or carcinogens.
- B. Radioactive materials.
- C. Biological hazards which produce tissue or nerve damage or disease, or
- D. Any other similar hazards.

DISTRIBUTION: X01;X04;X09;XIO;MO1;SO3;ODA:
PD1; FQ1;F02;DO2 (all employees)

OPI: PD - Employment and
Employee Benefits Branch

V. **AUTHORITY**

Medical examinations for employees exposed to hazardous conditions are authorized and may be paid for from appropriated funds. Use appropriated funds when competent medical authority has determined that medical examinations or tests requiring medical expertise are necessary as precautionary measures for the protection of Government employees.

VI. **RESPONSIBILITIES**

A. Program managers will:

1. Determine extent of use of hazardous materials.
2. Provide training in safe handling of hazardous materials.
3. Provide personal protection to employees.
4. Provide data on chemical and biological hazards to the Department Medical Officer who will determine tests needed and frequency of testing.

B. Employees will:

1. Comply with applicable instructions and regulations.
2. Use the protective equipment and devices provided.

VII. **REPORTING ACCIDENTAL EXOSURES TO DANGEROUS MATERIALS OR CONDITIONS**

Report all such cases. (See APHIS Directive 451.2, Accident, Injury, and Occupational Illness Reporting for Safety and Health Purposes, AMS Instruction 371-1, Investigating and Reporting Accidents; and APHIS Directive 451.4, Injury Compensation and AMS Instructions 373-1 and 373-2. These issuances will remain in effect until superseded by a forthcoming FSQS Directive.

VIII. **BIO-MEDICAL SURVEILLANCE PROGRAM**

A. Testing Source. Sends a copy of the employee's test results to the Department Medical Officer.

B. Program Managers.

1. Provide by October 1, a list to the Personnel Division, Employee Development & Safety Branch, of all laboratory employees to be tested during the fiscal year. Include:

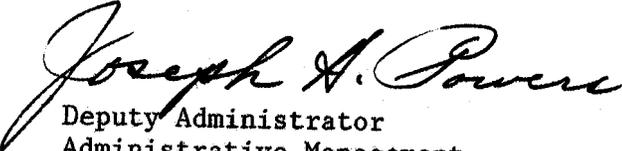
- a. Name.

- b. Test needed.
 - c. Frequency.
 - d. Name and location of testing facility.
 - e. Estimated cost.
2. Update this list during the year as changes occur.
 3. Assure that the most reasonable testing source in the area is used.
 4. Verify completion of services rendered by testing facility, initial the bill, and forward it to Personnel Operations Branch (POB).
 5. If an employee chooses not to participate in this program, obtain a signed statement to that effect from the employee. Place in employee's Official Personnel Folder.
 6. Give employees administrative leave to have necessary tests performed. The program area in which the employee works will reimburse any travel expenses incurred by the employee.

C. POB.

1. Approve anti pay bill. Funds for this Program will be centralized in POB's budget.
2. Prepare an annual list of employees tested.

D. Employee Development & Safety Branch. Maintain annual list for evaluation.


Deputy Administrator
Administrative Management