

Ergonomics Program Roles and Responsibilities

Installation Commander

(1) Establishes an ergonomics subcommittee under the Safety and Occupational Health (SOH) advisory council and integrates ergonomics into all phases of the Occupational Safety and Health (OSH) program.

(2) Approves the installation ergonomics policy and plan based on the recommendations of the SOH Advisory Council.

(3) Supports the Ergonomics Program, demonstrates commitment, and provides necessary resources based on the magnitude of the Work-related Musculoskeletal Disorder (WMSD) problem and local command priorities.

(4) Designates an installation ergonomics officer (IEO) and selects members of the ergonomics subcommittee based on recommendations from the Installation Medical Authority (IMA) and the IEO.

Installation Medical Authority (IMA)

(1) Advises the installation commander on appropriate individuals for membership on the ergonomics subcommittee.

(2) Ensures that a written installation protocol is developed for the early recognition, evaluation, treatment, and follow-up of WMSDs among military and civilian personnel.

Installation Ergonomics Officer (IEO)

(1) Is a qualified health or safety professional who has received at least 40 hours of formal ergonomics training.

(2) Chairs the ergonomics subcommittee and provides an interface between the ergonomics subcommittee and the SOH advisory council.

(3) Develops and implements the installation ergonomics policy and plan, with the assistance of the ergonomics subcommittee and approval of the SOH advisory council.

(4) Ensures accurate program record keeping and periodic evaluation and review of program objectives. Reports results of the evaluation to the SOH Advisory Council.

Ergonomics Subcommittee

(1) Based on local personnel resources, may consist of representatives from industrial hygiene; safety; health care (physician, occupational health nurse, occupational and physical therapists, physician's assistant); Civilian Personnel Office (CPO); and local unions. Advisory members include representatives from the Directorate of Contracting Support, the Directorate of Public Works, and the Directorate of Logistics.

(2) Oversees and participates in--
(a) Identifying existing and potential WMSDs through workplace analysis that involves both passive and active surveillance.

(b) Setting priorities for abatement of identified WMSDs.

(c) Identifying and implementing corrective actions.

(d) Providing appropriate worker and supervisor training.

(e) Coordinating efforts with medical personnel.

(f) Evaluating effectiveness of corrective actions and documenting the results.

Director of Contracting Support (or equivalent)

Ensures the integration of ergonomic considerations and consults with trained ergonomics personnel concerning the purchase of new equipment.

Director of Public Works (DPW)

Integrates ergonomic considerations into and consults with trained ergonomics personnel concerning facility modifications and construction.

Director of Logistics

Ensures the integration of ergonomic considerations in and consults with trained ergonomics personnel concerning the purchase of new equipment.