

**DEPARTMENT OF THE ARMY
HEADQUARTERS
UNITED STATES ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD
FORT LEONARD WOOD, MISSOURI 65473-5000**

FLW Regulation
No 40-7

10 July 2007

Medical Services
HEARING CONSERVATION PROGRAM

Summary. To establish the purposes, objectives and responsibilities of the Fort Leonard Wood Hearing Conservation Program.

Applicability. This regulation is applicable to all Military and Department of the Army Civilian personnel at Fort Leonard Wood.

Supplementation. Supplementation of this regulation is prohibited unless specifically approved by Headquarters, United States Army Maneuver Support Center and Fort Leonard Wood (USAMANSCEN&FLW).

Suggested Improvements. The proponent agency of this regulation is the Directorate of Health Services. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Cdr, USAMANSCEN&FLW, ATTN: ATZT-MD-SG, 126 Missouri Avenue, Fort Leonard Wood, MO 65473-8952.

FOR THE COMMANDER:



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Plus 3 – ATZT-MD-AG

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1. Purpose. This regulation outlines policies for the control of noise hazards and the prevention of noise-induced hearing loss in personnel of this command.

2. References.

a. Required references.

(1) Army Regulation (AR) 40-5, Preventive Medicine, 22 July 2005. Cited in paragraph 6a.

(2) Department of the Army (DA) Pamphlet 40-501, Hearing Conservation, 10 December 1998. Cited in paragraph 6a.

b. Referenced forms.

(1) DA Form 285, US Army Accident Report, January 1992.

(2) DA Form 3349, Physical Profile, February 2004.

(3) Department of Defense (DD) Form 2214, Noise Survey, January 2000.

(4) DD Form 2215, Reference Audiogram, January 2000.

(5) DD Form 2216, Hearing Conservation Data, January 2000.

3. Explanation of Acronyms. Acronyms and brevity codes used in this regulation are explained in the glossary.

4. Scope. This program covers procedures for -

a. Identifying noise-hazardous areas and noise-exposed personnel.

b. Posting danger signs.

c. Providing hearing screening and testing.

d. Prescribing acoustical engineering controls.

e. Providing health education concerning hearing conservation.

f. Providing properly fitted hearing protective devices.

5. General. It is a well-documented fact that exposure to high intensity noises from a wide range of military equipment and machinery can cause permanent hearing loss in personnel without proper hearing protection. Some examples of noise-hazardous equipment include weapons, generators, power tools, tactical vehicles and aircraft. Noise-induced hearing loss affects work and combat efficiency. This hearing loss is permanent and progressive. In most instances, noise-induced hearing loss is preventable. An effective hearing conservation program and command emphasis at all levels will help prevent needless hearing loss.

6. Responsibilities.

a. The Director of Health Services (DHS) will ensure that medical support is provided to the Installation's Hearing Conservation Program in accordance with (IAW) AR 40-5 and DA Pam 40-501.

b. Hearing Conservation Program Manager, United States Army Medical Department Activity (USAMEDDAC) will:

(1) Be appointed on orders as the Hearing Conservation Program Manager (HCPM) to manage the technical aspects of the hearing conservation program.

(2) Provide hearing testing for authorized personnel routinely exposed to hazardous noise. In this regard, the Hearing Conservation Program Manager will:

(a) Maintain audiometric testing equipment; perform (DD Form 2215) baseline, (DD Form 2216) periodic and termination hearing test; forward results to the Defense Occupational Environmental Health Readiness System (DOEHRS-HC) Data Repository for inclusion in the Army-wide database.

(b) Provide follow up hearing evaluations for personnel who show significant hearing loss or significant change in hearing. In-depth testing will be performed and appropriate medical referral made, as required.

(c) When a significant threshold shift occurs, the Chief of Occupational Health, or the Hearing Conservation Program Manager will notify the soldier or the employee, and the employee's supervisor in writing of the decrease in hearing. In the case of civilian employees who desire to submit a compensation claim, they will follow the guidelines outlined in DA PAM 40-501, (section 7-7). For active duty personnel, unit commanders will be notified of significant hearing loss through the DA Form 3349, (Physical Profile) when needed, or a memorandum documenting the Occupational Safety and Health Reportable Hearing Loss. All cases of significant threshold shift for military personnel will be reported to the Chief of Occupational Health, or the Installation Hearing Conservation Program Manager, and Installation Safety Manager as an occupational injury and a DA Form 285 must be completed and signed by the military service member's unit commander.

(d) Notify the US Army Maneuver Support Center and Fort Leonard Wood (USAMANSCE&FLW) Safety Office of all personnel who have experienced a significant decrease in hearing.

(e) Ensure permanent party *active duty* personnel are fitted with preformed earplugs during their annual hearing tests, and refitted as needed thereafter.

(f) Ensure that medically trained personnel fit preformed earplugs and conduct a DD Form 2215 reference hearing test to all new soldiers in training during initial entry medical processing at the 43rd AG Reception Battalion. Earplugs and cases will be ordered under a fund cite provided by the 43rd Adjutant General (AG) Battalion.

(g) Provide health education briefings to promote understanding of the hearing conservation program.

(h) Evaluate program participation, quality assurance, and program effectiveness and advise USAMEDDAC and USAMANSCEN&FLW command of status.

(i) Conduct announced and unannounced inspections of noise-hazardous areas.

c. Chief of Preventive Medicine Division, USAMEDDAC will:

(1) Perform surveys of all suspected noise-hazardous areas at least once and within 30 days *notification* of any change in operations affecting noise levels. Document noise survey results on DD Form 2214 or an Industrial Hygiene (IH) memorandum noting the inspection.

(2) Maintain a current inventory of noise-hazardous areas and noise-exposed personnel.

d. The Director, USAMANSCEN&FLW Safety Office will:

(1) Coordinate with DHS to identify noise-hazardous areas and ensure proper posting of areas with safety danger signs in accordance with Code of Federal Regulations (CFR) 1910 and 1926.

(2) Include hearing conservation as an item of interest on installation safety checks/surveys.

(3) Include noise-hazardous abatement projects in the hazard abatement plan.

(4) Coordinate with Civilian Personnel Advisory Center (CPAC) to identify civilian positions, which are required to wear personal protective equipment.

(5) Conduct an evaluation of work practices where employees or military personnel have experienced a hearing loss.

(6) Include hearing loss in accident and injury statistics.

e. The Director of CPAC will:

(1) Ensure occupational health is included on the in-processing and out-processing checklist for new, transferring and terminating personnel. (This alerts USAMEDDAC of the audiometric evaluations required for these personnel).

(2) Inform the DHS and USAMANSCEN Safety Office of all workers compensation claims for hearing loss.

f. The Director of Public Works will:

(1) Maintain danger signs. The Directorate of Public Works (DPW) will provide the danger signs.

(2) Whenever feasible, implement acoustical engineering control measures to reduce hazardous noise levels.

g. Commanders/Directors will:

(1) Ensure all service members wear hearing protective devices on the ranges.

(2) Provide reinforcement instruction to service members concerning the proper wear of earplugs prior to hazardous noise exposure.

(3) Monitor earplugs to help prevent loss. Preformed hearing protection can only be issued by medically trained personnel.

(4) Appoint a Unit Hearing Conservation Officer (HCO) and ensure this individual:

(a) Inspects earmuffs and aviator helmets, at least semiannually, to ensure they are in good condition and replaced, as needed.

(b) Requisitions disposable earplugs (NSN: 6515-00-137-6345) for use by visitors and unit personnel who do not otherwise have preformed earplugs. (Note: Disposable earplugs and earmuffs must be ordered through unit supply channels.)

(c) Maintains log of unit personnel who have/have not received annual hearing test.

(5) Prepare a unit hearing conservation Standard Operating Procedures (SOP) chapter as part of the unit Safety SOP. Sample of a unit SOP is found at appendix A.

(6) Notify Preventive Medicine Division of the USAMEDDAC of any suspected hazardous noise in their areas.

(7) Ensure personnel exposed to hazardous noise levels while under their supervision:

(a) Are issued approved hearing protectors at no charge. (Preformed earplugs will be fitted under supervision of the trained medical personnel. A listing of universal size hearing protectors that may be ordered by units is provided in appendix B.)

(b) Are provided and attend annual hearing conservation health education briefings.

(c) Wear approved hearing protectors when exposed to hazardous noise.

(d) Report for annual and termination hearing tests.

(8) Ensure noise-hazardous areas and equipment are marked with proper danger signs and decals.

(9) Refer personnel with hearing problems or complaints associated with hearing protection to the Audiology Section, USAMEDDAC.

(10) Initiate disciplinary action for non-compliance with hearing conservation safety measures, when necessary.

(11) Report to CPAC for inclusion in civilian job descriptions the need to wear personal protective equipment.

(12) Include the following statements, where applicable, in the performance standards of civilian supervisors:

(a) Enforce the use of personal protective equipment by their subordinates.

(b) Ensure employees report for mandatory medical examinations.

h. Commander, 43rd Adjutant General (AG) Reception Battalion will:

(1) Ensure time for earplug fitting is included in the medical in processing of all basic training receptees.

(2) Ensure cadre checks that all soldiers in training have preformed earplugs and cases, and a DD Form 2215 completed in their medical record prior to shipping to basic training units.

i. Commandant, Drill Sergeant School will ensure a one-hour block of hearing conservation instruction is provided in the Drill Sergeant School training program.

j. All military and civilian personnel working in noise-hazardous areas will:

(1) Wear properly fitted hearing protection when exposed to hazardous noise.

(2) Report for all scheduled medical examinations and health education briefings concerning hearing conservation.

(3) Report any hearing problems or difficulties associated with hearing protectors to supervisors.

(4) Comply with recommendations of medical and safety personnel regarding hearing conservation.

(5) Wear noise dosimeters to evaluate noise exposure when requested.

APPENDIX A
SAMPLE HEARING CONSERVATION SOP

Note: This SOP is a sample and contains suggestions for your unit SOP. It should not be copied and adopted as your SOP. Unit SOP should be written to conform to your unit.

Office Symbol

Date

MEMORANDUM FOR Unit Personnel

SUBJECT: Standing Operating Procedures for Hearing Conservation

1. Purpose. To assist in the organization and conduct of an efficient Hearing Conservation Program for this unit and to set forth appropriate surveillance procedures unique to this unit. Furthermore, provide, in writing, identification of a responsible action officer.
2. Reference. FLW 40-7, Hearing Conservation Program, 10 July 2007.
3. Applicability. This unit's responsibility includes all personnel assigned or attached to accomplish the unit's mission. It includes all training and work areas in which those personnel are employed.
4. Responsibility. Unit commanders are responsible for organizing effective Hearing Conservation Programs with the assistance of medical staff. The responsibilities of all personnel involved in the Hearing Conservation Program be listed to ensure their participation in the program. The following unit personnel will be included in the responsibilities paragraph:
 - a. Unit commander.
 - b. Unit Hearing Conservation Officer and/or noncommissioned officer.
 - c. Unit officers and noncommissioned officers.
 - d. Individual soldiers assigned to the unit.
5. Noise Hazard Evaluation. A noise hazard evaluation will be performed when noise source is thought to be hazardous to hearing. Requests for noise hazard evaluation will be directed to Industrial Hygiene Section, Preventive Medicine Division, US Army Medical Department Activity.

(Signature Block)

APPENDIX B
HEARING PROTECTORS

Hearing Protectors* - Requisition Information

Type of Protectors	Requisition Publication	Nomenclature	National Stock Number	Available Sizes
Disposal (Foam Earplugs)	A and B	Earplug, Hearing protection, Green/Orange 400s	NSN 6515-00-137-6345	Not applicable
CAE are available for purchase at a government rate through Brock Sales Co.		Combat Arms Earplug	6515-01-466-2710 (double ended) 6165-01-512-6072 (single ended)	Not applicable Not applicable
Ear muffs	C	Aural protector, Sound Type II Replacement seal, dome Replacement filter, dome	NSN 4240-00-022-2946 NSN4240-00-979-4040 NSN5965-00674-5379	Not applicable Not applicable Not applicable
Ear canal caps**	A and B	Ear canal caps, Hearing protection	NSN 6515-00-392-0726 NSN 6515-00-181-8068	Not applicable Not applicable
Helmet	C and D	Helmet, flyers, crash type (HGU-56/P) Helmet, combat vehicle crewman (DH-132) CVC headset (Helmet liner for Vehicular Intercommunication System)	NSN 8415-01-394-8032 NSN 8415-01-394-8033 NSN 8415-01-394-8036 NSN 8415-01-394-8034 NSN 8415-01-394-8035 NSN 8415-01-394-6474 NSN 8415-00-094-2679 NSN 8415-00-094-2691 NSN 8415-00-094-2684 NSN 5965-01-397-7542 NSN 5956-01-398-1551 NSN 5965-01-397-7544	Extra, extra small Extra small Small Medium Large Extra Large Small Medium Large Small Medium Large
Headsets***	C	Noise attenuating headset with microphone	NSN 5965-00-168-9624	Not applicable

*The Office of Surgeon General has approved these hearing protectors for use by Department of Army personnel. Authority for purchase and issue is AR 385-10, paragraph 6-2.

** A = Federal Supply Catalog C-8515-1L
B = Common Table of Allowances 8-100
C = Army Master Data File
D = Supply Bulletin 700-20

***Consultation with the MEDDAC Audiologist should be made before purchasing this type of hearing protector.

***Consultation with the USAMEDDAC Audiologist should be made before purchasing this type of hearing protector.

Glossary

AG
Adjutant General

AIT
Advanced individual training

AR
Army regulation

CPAC
Civilian Personnel Advisory Center

CTMC
Consolidated Troop Medical Clinic

DA
Department of the Army

DD
Department of Defense

DHS
Director, Health Services

DPW
Directorate of Public Works

HCO
Hearing Conservation Officer

Med
Medical

USAMEDDAC
United States Medical Department
Activity

NSN
National stock number

Pam
Pamphlet

PPE
Personal protective equipment

TB
Technical bulletin

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