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DEPARTMENT OF THE ARMY  
OFFICE OF THE DEPUTY CHIEF OF STAFF, G-1  
ASSISTANT G-1 FOR CIVILIAN PERSONNEL  
EAST REGION, NORTHEAST AREA, ABERDEEN CPAC  
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ABERDEEN PROVING GROUND, MD, 21005-5000

**PECP-NER-G**

Subject: Hazard Pay Differential Statement

**General Background:**

Understanding and administering the compensation process for HDP (hazard pay differential also known as hazardous duty pay, the payment of differentials for duty involving unusual physical hardship or hazard) is not a transparent process. It requires extensive knowledge, training and experience with the federal classification system and process, and experience with the personnel regulations that allow payment for the hazardous duty. Interpretation of the regulations involve difficult to understand 'grey' areas. The following is not an extensive discussion or analysis of the regulations, classification, or considerations one would perform in making an HDP payment determination. It is meant to provide a little information concerning the regulatory complexities involved, and to show the dynamics of how the external and internal organizational change caused knowledge gaps.

There are two different hazard duty regulations for the work force HDP and EDP (environmental differential pay). HDP governs the hazard pay for GS (general schedule- a position is subject to the General Schedule, even if it requires physical work, if its primary duty requires knowledge or experience of an administrative, clerical, scientific, artistic, or technical nature not related to trade, craft, or manual-labor work) employees. EDP governs the hazard pay for FWS (federal wage system - employees in recognized trades or crafts, or other skilled mechanical crafts, or in unskilled, semi-skilled, or skilled manual-labor occupations, and other employees including foremen and supervisors in positions having trade, craft, or laboring experience and knowledge as the paramount requirement) employees.

Position descriptions classified in the FWS system consider four factors: skill and knowledge, responsibility, physical effort, and working conditions involved in the work. The valuation of a grade uses a concept which considers work duties that are "regular and recurring" and a yardstick approach comparing jobs of similar difficulties. The standard used in the classification of positions, the Introduction to the Federal Wage System Job Grading System, TS-44 Sep 1981, TS-13 Sep 1970, TS -1 Sep 1968, recognizes "for exposure to conditions of an unusual nature, employees are compensated by means of environmental pay differentials rather than job grading. However, if exposure to conditions of an unusual nature is regular and recurring, any related skill and knowledge, and responsibility should be taken into account in grading the jobs. This may or may not result in changes in the basic grades of the jobs as shown by the applicable standards."

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On the contrary GS employee grades are determined through several valuation methods the most common being the FES (factor evaluation system) which includes 9 factors (The Classifier's Handbook TS-107 August 1991): Factor 1 – "Knowledge Required by the Position" considers the kind or nature of knowledge and skills needed, and how the knowledge and skills are used in doing the work. Factor 2 – "Supervisory Controls" considers how the work is assigned, the employee's responsibility for carrying out the work, and how the work is reviewed. Factor 3 – "Guidelines" considers the nature of guidelines for performing the work and the judgment needed to apply the guidelines or develop new guides. Factor 4 – "Complexity" considers the nature of the assignment, the difficulty in identifying what needs to be done, and the difficulty and originality involved in performing the work. Factor 5 – "Scope and Effect" considers the purpose of the work, and the impact of the work product or service. Factor 6 – "Personal Contacts" considers the people and conditions/setting under which contacts are made. Factor 7 – "Purpose of Contacts" considers the reasons for contacts in Factor 6. Factor 8 – "Physical Demands" considers the nature, frequency, and intensity of physical activity. Factor 9 – "Work Environment" considers the risks and discomforts caused by physical surroundings and the safety precautions necessary to avoid accidents or discomfort. Points are associated with each of these factors, added up, and the total points result in the grade of the position. Usually the knowledge, skills and abilities involving a duty hazard are discussed when describing work in a position description.

### **HDP/EDP Background:**

Both the HDP and EDP regulations use approved certificates which describe the work hazard attached as an appendix to the regulation to authorize payment. However their use is different. EDP is based on several concepts, one of which is "close proximity" which speaks to the immediacy, distance and inherent present danger of an exposure. If a hazard has been "practically eliminated" through the use of protective clothing, device or procedure EDP is not paid. There are two different appended payment schedules. One is for exposure resulting in compensation per hour payable in 15 minute increments, and the other bases compensation on exposure resulting in payment for the duration in a pay status. The schedules allow additional pay expressed as a percentage. The rates vary from 4 percent to 8 percent and are considered part of the basic rate of pay, but there are exceptions. The EDP regulation does not preclude compensation if the working conditions are taken into consideration in grading the position. EDP payment is almost automatic if the work is listed in the appendix, performed in close proximity, and the hazard has not been practically eliminated.

HDP is paid for all hours in a duty status at a rate of 25 percent once the recipient has been determined to be in an exposing environment. However, there are several caveats to the HDP regulation. One rule is similar to EDP. HDP is not to be paid if the hazard has been "practically eliminated" through the use of protective clothing, device or procedure. Another rule is that HDP is not to be paid if the hazardous duty is "taken into account in the classification of the position" regardless if it affects the grade. This last concept is difficult for managers to understand. Listed in the appendix are authorizations for HDP which are to be applied on an excepted basis. Payment

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may be made, if and only if, the preceding rules are met. Often management believes that if the same duties are described in the appendix then HDP is authorized, this may or may not be the case, even after analyzing the position description to determine if the hazardous duty was taken into consideration.

So, EDP may be paid if the knowledge, skills and abilities required to perform the hazardous duty are described in the position description and HDP may not. There are exceptions.

### **Additional Guidance:**

These are two important definitions when determining HDP payment, from 5 CFR 550.902, "Duty involving physical hardship" means duty that may not in itself be hazardous, but causes extreme physical discomfort or distress and is not adequately alleviated by protective or mechanical devices, such as duty involving exposure to extreme temperatures for a long period of time, arduous physical exertion, or exposure to fumes, dust, or noise that causes nausea, skin, eye, ear, or nose irritation. "Hazardous duty" means duty performed under circumstances in which an accident could result in serious injury or death, such as duty performed on a high structure where protective facilities are not used or on an open structure where adverse conditions such as darkness, lightning, steady rain, or high wind velocity exist.

5 CFR 550.904, allows an agency to approve payment of hazardous duty pay when the hazardous duty or physical hardship has not been taken into account in the classification of the position (i.e., the knowledge, skills, and abilities required to perform the duty are not considered in the classification of the position). If the hazardous duty has been taken into account in the classification of the position, an agency may authorize payment of hazardous duty pay only when the actual circumstances of the specific hazard or physical hardship have changed from that taken into account and described in the position description; and, when using the knowledge, skills, and abilities required for the position and described in the position description, the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than a significant level.

In 1994 OPM provided guidance to assist in the interpretation of the HDP regulation. The guidance said that HDP is payable if the employee, even though, he/she using the knowledge, skills and abilities outlined in the job description cannot adequately "control" the risk associated with exposure.

Therefore there are instances when the position description's duties may involve the hazard being taken into account in the classification, yet HDP still be payable.

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### **Personnel System History:**

Initially 'personnelists' held management in check concerning regulatory compliance DA PAM 37-2, 6 Jan 1988, 4-19, "Hazardous duty pay (HDP) for GS employees, (a) Entitlement, The CPO (Civilian Personnel Office) determines the entitlement to HDP. The CPO must furnish a list to the payroll office of all employees who are authorized HDP and the appropriate percentage." In 1994, the Federal Personnel Manual (FPM) was abolished, and the Office of Personnel Management (OPM) began a general policy of deregulating the Human Resource Management (HRM) systems by delegating the authorities to the greatest extent possible within the parameters of the Merit System Principles to management. This abolishment left a void in the available guidance. In 1996, the CPO (Civilian Personnel Office) dissolved splitting into the CPAC (Civilian Personnel Advisory Center) and the CPOC (Civilian Personnel Operations Center). 17 November, 1997, the DCA ("Delegation of Position Classification Authority") regulation delegated the classification of work and consequently the assignment of either HDP or EDP compensation specifically to management. Presently the CPOC is dissolving with the work going to the CPAC.

### **Organization History and Background:**

Recent history begins with SBCCOM (Soldier and Biological Chemical Command) spinning off RDECOM (U.S. Army Research, Development and Engineering Command) with the TEU (Technical Escort Unit). In July 2003, employees were hired for the Guardian Brigade but under TEU. In December 2003, some WG TMCOs [(wage grade, Toxic Material Control Operator) FWS employees, some having the parenthetical (Ordnance Removal)] employees were reclassified to GS-1311's, Physical Science Techs and realigned from TEU into the Guardian Brigade. At the same time others in TEU were converted to GS-1670's Equipment Specialists (EOD), (explosive ordnance disposal), the remaining of the employees stayed in the TEU as TMCOs. (In March 2004 Ms Charlene Jensen became the Chief of Staff then Operations Officer of the Guardian Brigade, and in April 2004 was reassigned to the Deputy TEU Director which was renamed Deputy to the Commander in September of 2005). In December 2004, employees were realigned from the Guardian Brigade to the 20<sup>th</sup> Support Command CBRNE (Chemical, Biological, Radiological, Nuclear & High Yield Explosives), and in 2005 the remainder of TEU was aligned under the 22<sup>nd</sup> Chemical Battalion under the 20<sup>th</sup>. (This was done as part of Army's effort to unify all of the Chemical expertise into one organization). Late 2006, 2007, and the beginning of 2008 another major restructuring of the 22<sup>nd</sup> and parts of the 20<sup>th</sup> into the CARA (CBRNE Analytical & Remediation Activity) was to ensue on a provisional basis having the final "Concept Plan" reaching the approved state in June of this year. The "Plan" includes the reclassification of the remainder of the FWS workforce into the GS system.

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### **Statement:**

This organization has gone through many recent restructurings which not only disrupt operations, but require time to develop internal controls and policies. The workforce is made up of three different pay systems with different rules for compensation. The workforce is continuously being geographically deployed in military-company sized units to perform their mission. The work of this organization deals with unexploded ordnance, biological and chemical munitions, radiation and industrial toxic materials. Often the material may be unknown, in receptacles which may have deteriorated, or require extrication. The risk for accident, exposure, physical hardship or hazard is valid. Technologies have changed causing the work force to be reclassified. The FWS employees are used to receiving EDP. Both parent and subordinate organizations are new, and many policies and procedures have not been documented or addressed. The Personnel system has relinquished regulatory oversight and control to management, done away with its' historical guidance, and has had its own internal restructurings which affect its' role to the organization.

The intent of the HDP regulation is to eliminate or reduce risks which may produce physical hardship or hazard, provide a safe working environment, compensate those who face a present physical hardship or hazard while precluding those positions, which perform regular and reoccurring work having inherent hazard, from receiving extra pay, examples of such are firefighters and police officers. Certainly the position descriptions in question contain the knowledge, skills and abilities to perform munitions work. However the position descriptions also describe duties which involve first seen, foreign and unknown devices. Extrication of ordnance may involve unknowns, as well as, the condition of munitions may be unknown. Until the ordnance is identified it is unknown. From a classification point of view, one cannot assess or consider something that is "unknown" or determine if the incumbent has the knowledge, skills, and abilities to perform the work, because no classification standard provides guidance, points, or method for quantification or evaluation of the "unknown"; thus, an unknown hazard could not be an element in the grading a position. The situation of dealing with the "unknown" would characterize a present situation where the danger of the hazard would be beyond the incumbent's control (see attachment of an earlier correspondence discussing foreign ordnance). Procedures, policies, and practices may reduce risk, but is it to a significant level?

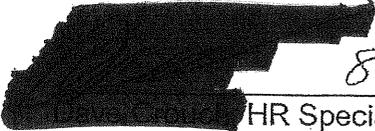
Concerning the payment of HDP, it is at the discretion of management. Members of management are not Classifiers, nor are they Personnelists. Management has the authority, knowledge of specific technical sciences involved in operations, knowledge of field environments, knowledge of preventative measures and devices which reduce risk, knowledge of what would be considered a

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routine contained hazard versus a situation which may be a present risk for accident, but they are not experts in federal regulation. It is management's responsibility and judgment to distinguish which cases go beyond what is taken into consideration in the classification of their employee's positions. Regardless of any position description, management knows when their employees cannot control a particular hazard or physical hardship, and are at significant risk for accident or exposure.

I am familiar with other organizations which have struggled or are struggling with the HDP regulation's interpretation. Often difficulty has been associated with the reclassification of FWS work to GS, or trying to get a grip on the caveat "taken into account in the classification of a position." In the instant case, I am sure there are individuals who meet and met the criteria to receive HDP. I cannot say any previous payments of HDP were made erroneously. I believe that HDP considerations should be made on a case by case basis, and that it is best practice to form a committee to review the circumstances and situations which may warrant HDP payment.

 8/18/08  
HR Specialist  
Civilian Personnel Advisory Center  
Aberdeen Proving Ground, MD 21005  
410-278-8987, DSN 298-8987

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## Statement of Mr. Mark Flanagan

1. I am the Human Resources (HR) position classification proponent for HQ Civilian Human Resources Agency (CHRA), an agency which reports directly to Mr Karl F. Schneider, Assistant Deputy Chief of Staff for HQ, Dept of Army, G-1. CHRA exercises command and control of Army's worldwide installation-level Civilian Personnel Advisory Centers (CPACs) and regional HR Processing Centers in providing human resources services for Army's approximately 250,000 civilian employees.

2. I have been an HR Specialist with 25 years experience in position classification and been employed at CHRA since it was established in FY 98.

3. I have reviewed and analyzed the position description for **Equipment Specialist (EOD) (GS 1670-11), #AG153575**. The following is my analysis related to this position. I have concluded that the hazardous duties had been taken into account in the classification of the position. In this particular instance, the subject's job description (#AG153575, EQUIPMENT SPECIALIST-Explosive Ordnance Disposal {EOD}, GS-1670-11) clearly accounts for the job hazards in both the **major duty** assignments as well as the point factors which determine the pay grade. Specifically, the employee is a trained and certified EOD expert whose job description calls for the employee to perform "hands-on" and senior team member high risk work. The duties the employee performs, as described in the job description, include:

- a. Participates in the performance of actual downloading of live, often first seen foreign ordnance items;
- b. Disassembly, stripping and inerting of all U.S. and Foreign ordnance;
- c. Assisting with directing/leading of team operations involved with the location, access, render safe, disposal, transportation and processing of all types and conditions of US and Foreign ordnance;
- d. Performs the preparation of electric and non-electric demolition firing systems for the purposes of ammunition/UXO/RCWM disposal operations;
- e. Directs the use of non-destructive diagnostic equipment used for identifying the fill and condition of chemical, biological and conventional munitions;



f. Performs recovery and exploitation of US and Foreign conventional, chemical and biological ammunition; and,

g. Performs duties as a Radiation Safety Officer (RSO) when operating radiographic instruments.

4. Based on my analysis of the position description for **Equipment Specialist (EOD) (GS 1670-11)**, and its inclusion of the above referenced position duties, management has fully taken the hazardous nature of the work into account in their classification of the subject Equipment Specialist (EOD) job description. Management has fully taken the hazardous nature of the work into account in their highly comprehensive classification of the job description by requiring the following knowledge, skills, and abilities of 5 CFR 550 Sec. 550.904 in the **pay grade** of the job. Examples of these position classification elements, as stated in the subject job description at link below, include;  
[https://acpol2.army.mil/fasclass/search\\_fs/search\\_fs\\_output.asp?ccpo=AG&jobNum=153575&id=445206](https://acpol2.army.mil/fasclass/search_fs/search_fs_output.asp?ccpo=AG&jobNum=153575&id=445206) )

a. Must be a graduate of a Department of Defense approved military bomb disposal school. These currently include the former US Naval School, Explosive Ordnance Disposal, Naval Ordnance Station, Indian Head, MD, or the current military EOD school located at Eglin Air Force Base, Fla. This position requires the incumbent to have a minimum of ten (10) years combined military and civilian EOD/UXO experience;

b. Mobility for temporary duty (TDY) or temporary change of station (TCS) both CONUS and OCONUS are conditions of employment;

c. Comprehensive knowledge of Army EOD doctrine and Unit operations, as well as a working knowledge of the care, handling, safety, and use of explosives, chemical and biological materials which are used worldwide;

d. Technical knowledge required to identify and categorize ammunition of all types to include its filler and fuze condition;

e. Technical knowledge of specialized EOD techniques, tools and equipment used by military personnel for render safe of every type of ordnance and explosive related device, including homemade bombs;

f. Ability to assist with leading/directing the utilization of both electric and non-electric firing systems for the purpose of demolition operations in conjunction with all EOD/UXO operations;

g. Performs independently at EOD/UXO sites containing unknown ordnance, contents and conditions. Incumbent must deal with any and all eventualities as they occur. Items may be fused and armed and may or may not contain chemical agents. Failure to exercise the utmost care and diligence could result in death or severe bodily injury to incumbent or other personnel, major violations of regulations resulting in fines and/or criminal penalty and significant impact on the environment and health of surrounding communities.

In addition to accounting for the hazardous nature of the work in the classification and pay grade of the job, a review committee hears requests by employees to consider potentially hazardous work which is outside the parameters of the written job description, as described in 5 CFR 550 Sec. 550.904(b), which may allow the payment of HDP in addition to regular salary received for hazardous work. By carefully describing the hazardous work and creating a review process to prevent misassignments to potentially hazardous new work, management has met and exceed all CFR requirements to correctly capture proper pay for hazardous duty work and HDP is not authorized for the subject job #AG153575.

5. Additionally, I have reviewed and analyzed the position description for **Ordnance Removal Specialist (GS 0301-12), #AG11759.**

➤ The link is below, followed by the job analysis.

[https://acpol2.army.mil/fasclass/search\\_fs/search\\_fs\\_output.asp?ccpo=AG&jobNum=11759&id=61248](https://acpol2.army.mil/fasclass/search_fs/search_fs_output.asp?ccpo=AG&jobNum=11759&id=61248)

The vast majority of the duties for position description number #AG11759 relate to oversight of EOD programs, rather than 'hands-on' ordnance removal, so HDP payment may be appropriate depending on the actual work performed by the employee.

As can be seen in the summary of the major duty assignments below, actual performance of EOD work represents a very small percentage of the work performed, therefore the classification of the job (job title, occupation series, and grade) are based primarily on the EOD knowledges of the job/employee (same as job #AG 153575) and EOD program analytic abilities (not the same as job # AG153575, which has as its primary responsibility the actual disposal of explosives rather than EOD program analysis), but not actual ordnance disposal.

The major duty assignments involve:

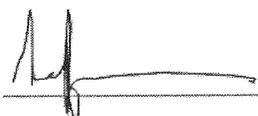
- a. Adherence to a wide range of Army and other ordnance related safety provisions and requirements;

- b. Providing technical recommendations relating to acceptable safety and environmental procedures for remediation of ordnance;
- c. Providing consultation and advice to unit commanders for removal operations and planning;
- d. Planning, coordinating, and providing oversight of UXO/RCWM site activities;
- e. Leading project teams which may be performing ordnance and explosives related activities, eg, vegetation clearance, land surveying, reconnaissance and classification of UXO/RCWM, pyrotechnic items and military explosives and demolition materials;
- f. Locating surface and subsurface UXO/RCWM; and/or performs the on-site disposal of OE; developing standards, guidelines, and unit policies;
- g. Preparing standard operating procedures (SOPs) for UXO/RCWM projects ensuring compliance with DoD directives;
- h. Providing support to the Munitions Assessment and Review Board (MARB);
- i. Supporting Battalion Operations office in the gathering of historical material, field data, & analysis; and
- j. Serving as point of contact for the Mobile Munitions and Assessment Platform program.

6. With respect to Army's policy on HDP, the Army maintains the web-based guidance contained in PERMISS. A specific PERMISS article outlines the roles and responsibilities of various agency officials involved in the process of determining the appropriateness of HDP payments . The PERMISS guidance clearly describes Army's intent for the EDP/HDP program to be a "management responsibility" that is to be exercised "in conjunction with" the safety and occupational health office though the HR community can advise. This intent is reflected in the PERMISS article's statement that "Management is responsible for determining whether the additional pay is warranted. Whenever unsafe or unhealthy working conditions are identified, the first course of

action must be an attempt to eliminate or reduce the hazards, and occupational health, safety and environmental engineering personnel are available to help.” Again, I emphasize that the PERMISS guidance states that entitlement to “EDP/HDP is not determined by HR” but “[o]nce [management] believes there is a hazardous work condition”, and continues by stating states that “they are to use the OSHA and/or the environmental engineering staff to assist management to ameliorate the hazard in the work environment...not the HR personnel.” Further, the PERMISS article provides the next step in the decision making process when it states that "If these efforts are not successful, management submits a Request for Approval of Environmental Differential Pay or Hazard Duty Pay."

Further, the HR community is not involved in that part of the process nor bears any responsibility for that step, rather “[t]he organization which has the hazardous working condition requests EDP/HDP for the employee, not the HR community.” Additionally, the PERMISS guidance provides that after management has submitted its Request for Approval of EDP or HDP, the next step is “Before approval by the commander, the Request is reviewed by safety and occupational health personnel to assure the work situation meets payment criteria, that preventive measures do not adequately protect employees' health and safety, and that the compensation is warranted.” Mr. Flanagan pointed out that management contacts the OSHA staff (typically employed by the garrison safety office), and it is the OSHA office, and not the HR office, that ensures that the employee's organization has determined that the hazardous working condition still exists despite management's best effort to negate the hazard. Mr. Flanagan concludes by stating that it is the Army policy that the “OSHA staff in conjunction with the employee's organization, not HR, which determines the EDP/HDP compensation to be paid to the employee.”

 1/30/09

Mark Flanagan  
Position Classification Proponent  
HQ, Dept of the Army  
Civilian Human Resources Agency (CHRA)  
Aberdeen Proving Ground, MD 21005-5200

**DD**

CBRNE Analytical & Remediation Activity (CARA)

Request for Hazardous Duty Pay

1. Describe Mission/Project:

2. Estimated Start Date:

3. Estimated End Date:

4. Position description title, grade and number of employees anticipated to perform the hazardous duty:

a. Position description title:

b. Grade:

c. Number of employees:

5. State specific hazard or physical hardship which you feel has not been taken into account and described in the position description:

6. State how using the knowledge, skills, and abilities that are described in the position description, that the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level:





CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay ~ CFR References

Reference:

US Code of Federal Regulations (CFR), Title 5: Administrative Personnel,  
PART 550—PAY ADMINISTRATION (GENERAL),  
Subpart I—Pay for Duty Involving Physical Hardship or Hazard

**550.901 Purpose**

This subpart prescribes the regulations required by sections 5545(d) and 5548(b) of title 5, United States Code, for the payment of differentials for duty involving unusual physical hardship or hazard to employees.

**550.902 Definitions**

*Hazardous duty* means duty performed under circumstances in which an accident could result in serious injury or death, such as duty performed on a high structure where protective facilities are not used or on an open structure where adverse conditions such as darkness, lightning, steady rain, or high wind velocity exist.

*Hazard pay differential* means additional pay for the performance of hazardous duty or duty involving physical hardship.

**550.904 Authorization of hazard pay differential.**

(a) An agency shall pay the hazard pay differential listed in appendix A of this subpart to an employee who is assigned to and performs any duty specified in appendix A of this subpart. However, hazard pay differential may not be paid to an employee when the hazardous duty or physical hardship has been taken into account in the classification of his or her position, without regard to whether the hazardous duty or physical hardship is grade controlling, unless payment of a differential has been approved under paragraph (b) of this section.

(b) The head of an agency may approve payment of a hazard pay differential when—

(1) The actual circumstances of the specific hazard or physical hardship have changed from that taken into account and described in the position description; and

(2) Using the knowledge, skills, and abilities that are described in the position description, the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level.

## CBRNE Analytical & Remediation Activity (CARA)

### Request for Hazardous Duty Pay ~ CFR References

(c) For the purpose of this section, the phrase "has been taken into account in the classification of his or her position" means that the duty constitutes an element considered in establishing the grade of the position— *i.e.* , the knowledge, skills, and abilities required to perform that duty are considered in the classification of the position.

(d) The head of the agency shall maintain records on the use of the authority described in paragraph (b) of this section, including the specific hazardous duty or duty involving physical hardship; the authorized position description(s); the number of employees paid the differential; documentation of the conditions described in paragraph (b) of this section; and the annual cost to the agency.

#### CFR Appendix A to Subpart I of Part 550—Schedule of Pay Differentials Authorized for Hazardous Duty Under Subpart I

Duty	Rate of hazard pay differential (percent)	Effective date
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A. Exposure to Hazardous Agents, work with or in close proximity to:

(1) <i>Explosive or incendiary materials.</i> Explosive or incendiary materials which are unstable and highly sensitive	25	First pay period beginning after July 1, 1969.
(3) <i>Toxic chemical materials.</i> Toxic chemical materials when there is a possibility of leakage or spillage	25	Do.
(5) <i>Virulent biologicals.</i> Materials of micro-organic nature which when introduced into the body are likely to cause serious disease or fatality and for which protective devices do not afford complete protection	25	Do.

B. Flying, participating in:

(6) <i>Limited control flights.</i> Flights undertaken under unusual and adverse conditions (such as extreme weather, maximum load or overload, limited visibility, extreme turbulence, or low level flights involving fixed or tactical patterns) which threaten or severely limit control of the aircraft	25	Do.
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**USA FORSCOM SJA**

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**From:** [REDACTED] SPT 20TH SUPPORT COMMAND (CBRNE)  
[REDACTED]@us.army.mil  
**Sent:** Monday, June 30, 2008 10:41 AM  
**To:** [REDACTED] CIV USA FORSCOM SJA  
**Subject:** HDP working group (UNCLASSIFIED)  
**Attachments:** Decision of HDP-EDP Oversight Committee 08 - Griffin.pdf; Decision of HDP-EDP Oversight Committee 08 - Height.pdf



Decision of Decision of  
-EDP Oversight-EDP Oversight

Classification: UNCLASSIFIED

Caveats: NONE

[REDACTED] - here is an example of the revised HDP application procedure - I think it will assist  
[REDACTED] This application/review process was a product of the working group's effort.  
Notice the HDP requests were denied !

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[REDACTED]  
Command Judge Advocate  
20th Support Command (CBRNE)  
[REDACTED]

Classification: UNCLASSIFIED  
Caveats: NONE

AFCB-CAR-DIR

L 5 FEB 2008

MEMORANDUM THRU [REDACTED] Lt, Mobile Analytical Laboratory, CBRNE Analytical and Remediation Activity (AFCB-CAR-MAL), 5183 Blackhawk Road, Aberdeen Proving Ground, MD 21010

FOR [REDACTED], Mobile Analytical Laboratory, CBRNE Analytical and Remediation Activity (AFCB-CAR-MAL), 5183 Blackhawk Road, Aberdeen Proving Ground, MD 21010

Subject: Decision of the Hazardous Duty Pay (HDP) and Environmental Differential Pay (EDP) Oversight Committee

1. Reference HDP-08-001, DRDC Monitoring (encl).
2. The purpose of this memorandum is to inform you that your request was reviewed by the Oversight Committee and disapproved on 4 Feb 08. The hazardous duty is covered in the position description cited; and using the knowledge, skills and abilities described in the position description, the employee could control the hazard; thus reducing the risk to a significant level.
3. Please refer any questions to the Operations Office, extension 5-7193.

Encl

[REDACTED]  
Director

CF:  
Administrative Officer  
Operation Office

## CBRNE Analytical &amp; Remediation Activity (CARA)

Request for ~~Environmental Differential Pay~~

HDP

1. Describe Mission/Project: DRDC-059 Medicine Hat AB Canada Live Agent Training.
2. Estimated Start Date: 28 JAN 08
3. Estimated End Date: 02 FEB 08
4. Position description title, grade and number of employees anticipated to perform the hazardous duty:
  - a. Position description title: Physical Scientist
  - b. Grade: YE-02
  - c. Number of employees: 1
5. Describe the specific hazard(s) which will be performed, i.e. function(s)

PST/Analysts provide near real time (NRT) monitoring of equipment used during training with neat chemical agent. Equipment may be exposed to significant amounts of agent including lethal quantities. It is not uncommon for equipment to test positive for agent, occasionally successful decontamination requires more than two attempts.

This procedure requires the PST/analyst to prepare the equipment and placement of the heat trace line for monitoring.

{ Because neat agent is used in the exercise, and it is a training exercise to demonstrate methods to soldiers with limited experience with neat agent it is not possible to mitigate the danger associated with this procedure.

In addition the PST/analyst could be potentially exposed to solvent and decontamination solutions which can also be toxic chemical hazards.

CBRNE Analytical & Remediation Activity (CARA)

Request for Environmental Differential Pay

6. Cite the category and rate applicable in Title 5, CFR, Appendix A to Subpart E of Part 532—Schedule of Environmental Differentials Paid for Exposure to Various Degrees of Hazards, Physical Hardships, and Working Conditions of an Unusual Nature (see attached):

Toxic chemical materials - Toxic chemical materials when there is a possibility of leakage or spillage. Agents: HD GB and sometimes VX

OPERATIONS:

PRINT NAME

SIGNATURE

TITLE & GRADE: EDM 402

DATE:

CONCUR/NONCONCUR CONCUR

Supervisor:

Print Name

Signature

Title & Grade: SUPERVISORY CHEMIST YF-02

Date: 29 Jan 2008

HDP/EDP Oversight Committee (OC)

Approved/Disapproved:

Disapproved

Chairman:

Print Name

Signature

Title & Grade: Director CARA VC-03

Date: 5-Feb 2008

5 FEB 2008

MEMORANDUM THRU [REDACTED], Chief, Operations, CBRNE Analytical and Remediation Activity (AFCB-CAR-OP), 5183 Blackhawk Road, Aberdeen Proving Ground, MD 21010

FOR [REDACTED] Operations, CBRNE Analytical and Remediation Activity (AFCB-CAR-OP), 5183 Blackhawk Road, Aberdeen Proving Ground, MD 21010

Subject: Decision of the Hazardous Duty Pay (HDP) and Environmental Differential Pay (EDP) Oversight Committee

1. References:

- a. HDP-08-002, UXO Clearance Services, Trench Warfare I & II (encl 1).
- b. HDP-08-003, UXO Clearance Services, Romney Creek (encl 2).
- c. HDP-08-004, UXO Clearance Services, C Field ATC War Fighter (encl 3).

2. The purpose of this memorandum is to inform you that your requests were reviewed by the Oversight Committee and disapproved on 4 Feb 08. The hazardous duty is covered in the position description cited; and using the knowledge, skills and abilities described in the position description, one could control the hazard; thus reducing the risk to a significant level.

3. Please refer any questions to the Operations Office, extension 5-7193.

Encls  
as

[REDACTED]  
[REDACTED]  
Director

CF:  
Administrative Officer  
Operation Office

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

1. Describe Mission/Project: UXO Clearance Services at Trench Warfare I and II, APG. As required by Installation Safety Division and ATC Range Control a UXO clearance/avoidance is required for the first 2' and every 2' there after to the desired depth for construction. This project is for the directional boring and placement of new conduit for live testing and evaluations. Trench Warfare I and II are active firing ranges and have been for many years, everything from 50 cal to 120mm tank rounds have been tested on this range. At the request of ATC Range Control, ATC Safety Office and the concurrence of the Installation Safety Office UXO support will be on site at all times with the contractor due to the extremely hazardous of these ranges, therefore the hazards cannot be reduced to an acceptable level for the contractor to perform the required work without our presence. This project includes vegetation clearance of the work site, a surface and subsurface clearance.

2. Estimated Start Date: January 2008

3. Estimated End Date: June 2008

4. Position description title, grade and number of employees anticipated to perform the hazardous duty:

a. Position description title: Ordnance Removal Specialist

b. Grade: GS-12

c. Number of employees: 1

5. State specific hazard or physical hardship which you feel has not been taken into account and described in the position description:

a. Aberdeen has been a proving ground for the past 90 years.

b. The deterioration of munitions buried for long periods of time.

c. An untold number of experimental munitions and configurations of munitions, fuzes and fillers with no specific documentation to verify their configuration.

d. All excavation of anomalies is done by hand with standard hand tools, meaning the incumbent is the one locating the item, uncovering the item and performing a positive identification determining if the item is hazardous or not (i.e., HE, chemical filled, inert or empty).

e. PD does not specify the requirements of the incumbent to clear Munition Constituent (MC) hazards and maintain safe work practices while potentially inducing significant stresses on an unknown Unexploded Ordnance (UXO)/Munitions Potentially

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

Presenting an Explosive Hazard (MPPEH) as they dig, chip, chop, cut or otherwise gain access to the unknown UXO/MPPEH through frozen earth, mud, water, rocks, roots, vegetation, concrete or other natural or industrial barriers that prevent the direct access or visibility to the UXO/MPPEH needed to identify the hazards or lake thereof present.

6. State how using the knowledge, skills, and abilities that are described in the position description, that the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level:

Personnel will be utilizing hand tools to perform surface and subsurface UXO clearance in areas known or suspected to contain explosive, incendiary, chemical and biological munitions or raw materials that may be fuzed and armed with any type of experimental, current or formerly used US or foreign fuze. These fuzes have a wide range safety hazards (point detonating, time delay, cocked striker, variable time, etc...) that can only be identified and addressed after the item is approached or excavated. APG contains munition and fuze combinations that include standard and non-standard models and combinations. It is likely that personnel will encounter munition combinations that were not approved for use outside of RDT&E and that no references are readily available for. Although some munitions failed to function as intended, the munitions can become more sensitive than originally designed due to it's exposure to the environment and the resulting degradation. Foreign munitions present additional hazards due to the different design methods, quality control or other acceptable practices involved. Foreign munitions are routinely found throughout the installation. With an enormous amount of support equipment (i.e. VCS, blast shield, etc...) or worst case scenario exclusion area, the hazards can and are mitigated for the non-essential personnel. The benefit of maintaining "downrange" operations is that they provide the capability to react and perform immediate actions/countermeasures intended to mitigate the hazards to non-essential personnel, property, and the environment. Hazardous munition constituents break down products or raw material will continue to pose a greater than significant risk until the material is desensitized and containerized within monitored engineering controls or disposed of.

7. Cite the CFR Appendix A to Subpart I of Part 550—Schedule of Pay Differentials Authorized for Hazardous Duty Under Subpart I duty: Appendix A (1), (3) and (5).

Supervisor: \_\_\_\_\_

Print Name

Signature

Title & Grade:

CHIEF OPS GS13

Date:

28 JAN 08

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

Operations:

Print Name

Signature

Title & Grade:

EOAN VC 02

Date:

28 JAN 08

Concur/Non-Concur

N/C

*[Signature]*

HDP/EDP Oversight Committee (OC)

Print Name

Signature

Approved

~~Disapproved~~

Approved

Title & Grade:

Director, CARA

VC-03

Date:

5 FEB 08

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

1. Describe Mission/Project: Unexploded Ordnance (UXO) Clearance Services at Romney Creek, APG. As required by Installation Safety Division and ATC Range Control a UXO clearance/avoidance is required for the first 2' and every 2' there after to the desired depth for construction. This project is for the directional boring and placement of new conduit for live testing and evaluations. Romney Creek is an active firing range and has been for many years, everything from 40mm to shoulder fired rockets have been tested on this range. At ATC Range Control, ATC Safety Office and the concurrence of the Installation Safety Office UXO support will be on-site at all times with the contractor due to hazards associated with this range, therefore the hazard cannot be reduced to an acceptable level for the contractor to perform the required work without our presence.

2. Estimated Start Date: December 2007

3. Estimated End Date: March 2008

4. Position description title, grade and number of employees anticipated to perform the hazardous duty:

a. Position description title: Ordnance Removal Specialist

b. Grade: GS-12

c. Number of employees: 1

5. State specific hazard or physical hardship which you feel has not been taken into account and described in the position description:

a. Aberdeen has been a proving ground for the past 90 years.

b. The deterioration of the rounds buried in the ground due to their age.

c. An untold number of experimental rounds, fuzes and fillers with no specific documentation to verify their configuration.

d. All excavation of anomalies is done by hand with standard hand tools, meaning the Equipment Specialist (EOD) is the one locating the item, uncovering the item and performing a positive identification determining if the item is hazardous or not (i.e., HE, chemical filled, inert or empty).

e. PD does not specify the requirements of the incumbent to clear Munition Constituent (MC) hazards and maintain safe work practices while potentially inducing significant stresses on an unknown UXO/Munitions Potentially Presenting an Explosive Hazard (MPPEH) as they dig, chip, chop, cut or otherwise gain

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

access to the unknown UXO/MPPEH through frozen earth, mud, water, rocks, roots, vegetation, concrete or other natural or industrial barriers that prevent the direct access or visibility to the UXO/MPPEH needed to identify the hazards or lake thereof present.

6. State how using the knowledge, skills, and abilities that are described in the position description, that the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level:

Personnel will be utilizing hand tools to perform surface and subsurface UXO clearance in areas known or suspected to contain explosive, incendiary, chemical and biological munitions or raw materials that may be fuzed and armed with any type of experimental, current or formerly used US or foreign fuze. These fuzes have a wide range safety hazards (point detonating, time delay, cocked striker, variable time; etc.) that can only be identified and addressed after the item is approached or excavated. APG contains munition and fuze combinations that include standard and non-standard models and combinations. It is likely that personnel will encounter munition combinations that were not approved for use outside of RDT&E and that no references are readily available for. Although some munitions failed to function as intended, the munitions can become more sensitive than originally designed due to it's exposure to the environment and the resulting degradation. Foreign munitions present additional hazards due to the different design methods, quality control or other acceptable practices involved. Foreign munitions are routinely found throughout the installation. With an enormous amount of support equipment (i.e. VCS, blast shield, etc.) or worst case scenario exclusion area, the hazards can and are mitigated for the non-essential personnel. The benefit of maintaining "downrange" operations is that they provide the capability to react and perform immediate actions/countermeasures intended to mitigate the hazards to non-essential personnel, property, and the environment. Hazardous munition constituents break down products or raw material will continue to pose a greater than significant risk until the material is desensitized and containerized within monitored engineering controls or disposed of.

7. Cite the CFR Appendix A to Subpart I of Part 550—Schedule of Pay Differentials Authorized for Hazardous Duty Under Subpart I duty (see attached): Appendix A (1), (3) and (5).

Supervisor: \_\_\_\_\_

Print Name

Signature

Title & Grade: \_\_\_\_\_

CARE OPS GS13

Date: \_\_\_\_\_

28 JAN 01

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

Operations:

  
Print Name

  
Signature

Title & Grade:

EDM / VC 02

Date:

28 JAN 08

Concur/Non-Concur

N/C

HDP/EDP Oversight Committee (OC)

  
Print Name

  
Signature

Approved/Disapproved:

Disapproved

Title & Grade:

Director, CARA

VC-03

Date:

5 FEB 2008

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

1. Describe Mission/Project: UXO Clearance Services at C Field for ATC War Fighter. As required by Installation Safety Division a UXO clearance is required for the first 2' and every 2' there after to the desired depth for construction. This is to reduce the hazard(s) to an acceptable level for the contractor to perform the required work.
2. Estimated Start Date: 23 January 2008
3. Estimated End Date: 29 February 2008
4. Position description title, grade and number of employees anticipated to perform the hazardous duty:
  - a. Position description title: Ordnance Removal Specialist
  - b. Grade: GS-12
  - c. Number of employees: 1
5. State specific hazard or physical hardship which you feel has not been taken into account and described in the position description:
  - a. Edgewood has been a chemical proving ground for the past 90 years.
  - b. The condition or stability of the fuze, firing train or filler due to the many years it has been buried and subject to heat, cold, water and pressure.
  - c. All excavation of anomalies is done by hand with standard hand tools, meaning the UXO Technician is uncovering an item that may contain chemical agent and while uncovering the item to perform a positive identification check chemical agent is released from a crack or rust hole in the item.
  - d. PD does not specify the requirements of the incumbent to clear Munition Constituent (MC) hazards and maintain safe work practices while potentially inducing significant stresses on an unknown Unexploded Ordnance (UXO)/Munitions Potentially Presenting an Explosive Hazard (MPPEH) as they dig, chip, chop, cut or otherwise gain access to the unknown UXO/MPPEH through frozen earth, mud, water, rocks, roots, vegetation, concrete or other natural or industrial barriers that prevent the direct access or visibility to the UXO/MPPEH needed to identify the hazards or lake thereof present.
6. State how using the knowledge, skills, and abilities that are described in the position description, that the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level:



CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

HDP/EDP Oversight Committee (OC)

   
Print Name Signature

Approved Disapproved

Title & Grade: Director, CARA VC-03

Date: 5 Feb 2005

6 FEB 2008

MEMORANDUM FOR [REDACTED] Remediation Response East, CBRNE Analytical and Remediation Activity (AFCB-CAR-RRE), 5183 Blackhawk Road, Aberdeen Proving Ground, MD 21010

Subject: Decision of the Hazardous Duty Pay (HDP) and Environmental Differential Pay (EDP) Oversight Committee

1. References:

- a. HDP-08-005, UXO Clearance Services, Trench Warfare I & II (encl 1).
- b. HDP-08-006, UXO Clearance Services, Romney Creek (encl 2).
- c. HDP-08-007, UXO Clearance Services, C Field ATC War Fighter (encl 3).

2. The purpose of this memorandum is to inform you that your requests were reviewed by the Oversight Committee and disapproved on 4 Feb 08. The hazardous duty is covered in the position description cited; and using the knowledge, skills and abilities described in the position description, the employee could control the hazard; thus reducing the risk to a significant level.

3. Please refer any questions to the Operations Office, extension 5-7193.

Encls  
as

[REDACTED]  
Director

CF:  
Administrative Officer  
Operation Office

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

1. Describe Mission/Project: Unexploded Ordnance (UXO) Clearance Services at Trench Warfare I and II, APG. As required by Installation Safety Division and ATC Range Control a UXO clearance/avoidance is required for the first 2' and every 2' there after to the desired depth for construction. This project is for the directional boring and placement of new conduit for live testing and evaluations. Trench Warfare I and II are active firing ranges and have been for many years, everything from 50 cal to 120mm tank rounds have been tested on this range. At the request of ATC Range Control, ATC Safety Office and the concurrence of the Installation Safety Office UXO support will be on site at all times with the contractor due to the extremely hazardous of these ranges, therefore the hazards cannot be reduced to an acceptable level for the contractor to perform the required work without our presence. This project includes vegetation clearance of the work site, a surface and subsurface clearance.

2. Estimated Start Date: January 2008

3. Estimated End Date: June 2008

4. Position description title, grade and number of employees anticipated to perform the hazardous duty:

a. Position description title: Equipment Specialist (EOD)

b. Grade: GS-11 and GS-9

c. Number of employees: 2 to 6

5. State specific hazard or physical hardship which you feel has not been taken into account and described in the position description:

a. Aberdeen has been a proving ground for the past 90 years.

b. The deterioration of munitions buried for long periods of time.

c. An untold number of experimental munitions and configurations of munitions, fuzes and fillers with no specific documentation to verify their configuration.

d. All excavation of anomalies is done by hand with standard hand tools, meaning the incumbent is the one locating the item, uncovering the item and performing a positive identification determining if the item is hazardous or not (i.e., HE, chemical filled, inert or empty).

e. PD does not specify the requirements of the incumbent to clear Munition Constituent (MC) hazards and maintain safe work practices while potentially inducing significant stresses on an unknown UXO/Munitions Potentially Presenting an Explosive

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

Hazard (MPPEH) as they dig, chip, chop, cut or otherwise gain access to the unknown UXO/MPPEH through frozen earth, mud, water, rocks, roots, vegetation, concrete or other natural or industrial barriers that prevent the direct access or visibility to the UXO/MPPEH needed to identify the hazards or lake thereof present.

6. State how using the knowledge, skills, and abilities that are described in the position description, that the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level:

Personnel will be utilizing hand tools to perform surface and subsurface UXO clearance in areas known or suspected to contain explosive, incendiary, chemical and biological munitions or raw materials that may be fused and armed with any type of experimental, current or formerly used US or foreign fuze. These fuzes have a wide range safety hazards (point detonating, time delay, cocked striker, variable time, etc.) that can only be identified and addressed after the item is approached or excavated. APG contains munition and fuze combinations that include standard and non-standard models and combinations. It is likely that personnel will encounter munition combinations that were not approved for use outside of RDT&E and that no references are readily available for. Although some munitions failed to function as intended, the munitions can become more sensitive than originally designed due to its exposure to the environment and the resulting degradation. Foreign munitions present additional hazards due to the different design methods, quality control or other acceptable practices involved. Foreign munitions are routinely found throughout the installation. With an enormous amount of support equipment (i.e. VCS, blast shield, etc.) or worst case scenario exclusion area, the hazards can and are mitigated for the non-essential personnel. The benefit of maintaining "downrange" operations is that they provide the capability to react and perform immediate actions/countermeasures intended to mitigate the hazards to non-essential personnel, property, and the environment. Hazardous munition constituents break down products or raw material will continue to pose a greater than significant risk until the material is desensitized and containerized within monitored engineering controls or disposed of.

7. Cite the CFR Appendix A to Subpart I of Part 550—Schedule of Pay Differentials Authorized for Hazardous Duty Under Subpart I duty: Appendix A (1), (3) and (5).

Supervisor: \_\_\_\_\_

Print Name

Signature

Title & Grade: \_\_\_\_\_

Acting Chief WS-14

Date: \_\_\_\_\_

28 JAN 08

Sup Non-Concuss  
CH

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

Operations: \_\_\_\_\_

Print Name

Signature

Title & Grade:

EDM YC 02

Date:

28 JAN 08

Concur/Non-Concur

N/C

HDP/EDP Oversight Committee (OC)

Print Name

Signature

Approved/Disapproved:

Disapproved

Title & Grade:

Director, CARA

YC-03

Date:

5 Feb. 2008

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

1. Describe Mission/Project: Unexploded (UXO) Clearance Services at C Field for ATC War Fighter. As required by Installation Safety Division a UXO clearance is required for the first 2' and every 2' there after to the desired depth for construction. This is to reduce the hazard(s) to an acceptable level for the contractor to perform the required work.
2. Estimated Start Date: 23 January 2008
3. Estimated End Date: 29 February 2008
4. Position description title, grade and number of employees anticipated to perform the hazardous duty:
  - a. Position description title: Equipment Specialist (EOD)
  - b. Grade: GS-11 and GS-9
  - c. Number of employees: 2 to 6
5. State specific hazard or physical hardship which you feel has not been taken into account and described in the position description:
  - a. Edgewood has been a chemical proving ground for the past 90 years.
  - b. The condition or stability of the fuze, firing train or filler due to the many years it has been buried and subject to heat, cold, water and pressure.
  - c. All excavation of anomalies is done by hand with standard hand tools, meaning the UXO Technician is uncovering an item that may contain chemical agent and while uncovering the item to perform a positive identification check chemical agent is released from a crack or rust hole in the item.
  - d. PD does not specify the requirements of the incumbent to clear Munition Constituent (MC) hazards and maintain safe work practices while potentially inducing significant stresses on an unknown UXO/Munitions Potentially Presenting an Explosive Hazard (MPPEH) as they dig, chip, chop, cut or otherwise gain access to the unknown UXO/MPPEH through frozen earth, mud, water, rocks, roots, vegetation, concrete or other natural or industrial barriers that prevent the direct access or visibility to the UXO/MPPEH needed to identify the hazards or lake thereof present.
6. State how using the knowledge, skills, and abilities that are described in the position description, that the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level:

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

Personnel will be utilizing hand tools to perform surface and subsurface UXO clearance in areas known or suspected to contain explosive, incendiary, chemical and biological munitions or raw materials that may be fused and armed with any type of experimental, current or formerly used US or foreign fuze. These fuzes have a wide range safety hazards (point detonating, time delay, cocked striker, variable time, etc.) that can only be identified and addressed after the item is approached or excavated. APG contains munition and fuze combinations that include standard and non-standard models and combinations. It is likely that personnel will encounter munition combinations that were not approved for use outside of RDT&E and that no references are readily available for. Although some munitions failed to function as intended, the munitions can become more sensitive than originally designed due to it's exposure to the environment and the resulting degradation. Foreign munitions present additional hazards due to the different design methods, quality control or other acceptable practices involved. Foreign munitions are routinely found throughout the installation. With an enormous amount of support equipment (i.e. VCS, blast shield, etc.) or worst case scenario exclusion area, the hazards can and are mitigated for the non-essential personnel. The benefit of maintaining "downrange" operations is that they provide the capability to react and perform immediate actions/countermeasures intended to mitigate the hazards to non-essential personnel, property, and the environment. Hazardous munition constituents break down products or raw material will continue to pose a greater than significant risk until the material is desensitized and containerized within monitored engineering controls or disposed of.

7. Cite the CFR Appendix A to Subpart I of Part 550—Schedule of Pay Differentials Authorized for Hazardous Duty Under Subpart I duty: Appendix A (1), (3) and (5).

Supervisor: [Redacted] [Redacted]  
Print Name Signature

Title & Grade: ACTING CHIEF WS-14 Sup Non-Concur CM

Date: 28 JAN 08

Operations: [Redacted] [Redacted]  
Print Name Signature

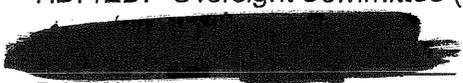
Title & Grade: BOM YC 02

Date: 28 JAN 08

Concur/Non-Concur [Redacted]

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

HDP/EDP Oversight Committee (OC)

Print Name

Signature

Approved  Disapproved  Disapproved

Title & Grade: Director, CARA VC-03

Date: 5 Feb 2008

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

1. Describe Mission/Project: Unexploded Ordnance (UXO) Clearance Services at Romney Creek, APG. As required by Installation Safety Division and ATC Range Control a UXO clearance/avoidance is required for the first 2' and every 2' there after to the desired depth for construction. This project is for the directional boring and placement of new conduit for live testing and evaluations. Romney Creek is an active firing range and has been for many years, everything from 40mm to shoulder fired rockets have been tested on this range. At ATC Range Control, ATC Safety Office and the concurrence of the Installation Safety Office UXO support will be on site at all times with the contractor due to hazards associated with this range, therefore the hazard cannot be reduced to an acceptable level for the contractor to perform the required work without our presence.

2. Estimated Start Date: December 2007

3. Estimated End Date: March 2008

4. Position description title, grade and number of employees anticipated to perform the hazardous duty:

a. Position description title: Equipment Specialist (EOD)

b. Grade: GS-11 and GS-9

c. Number of employees: 2 to 6

5. State specific hazard or physical hardship which you feel has not been taken into account, and described in the position description:

a. Aberdeen has been a proving ground for the past 90 years.

b. The deterioration of the rounds buried in the ground due to their age.

c. An untold number of experimental rounds, fuzes and fillers with no specific documentation to verify their configuration.

d. All excavation of anomalies is done by hand with standard hand tools, meaning the Equipment Specialist (EOD) is the one locating the item, uncovering the item and performing a positive identification determining if the item is hazardous or not (i.e., HE, chemical filled, inert or empty).

e. PD does not specify the requirements of the incumbent to clear Munition Constituent (MC) hazards and maintain safe work practices while potentially inducing significant stresses on an unknown UXO/Munitions Potentially Presenting an Explosive Hazard (MPPEH) as they dig, chip, chop, cut or otherwise gain access to the unknown



CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

UXO/MPPEH through frozen earth, mud, water, rocks, roots, vegetation, concrete or other natural or industrial barriers that prevent the direct access or visibility to the UXO/MPPEH needed to identify the hazards or lake thereof present.

6. State how using the knowledge, skills, and abilities that are described in the position description, that the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level:

Personnel will be utilizing hand tools to perform surface and subsurface UXO clearance in areas known or suspected to contain explosive, incendiary, chemical and biological munitions or raw materials that may be fused and armed with any type of experimental, current or formerly used US or foreign fuze. These fuzes have a wide range safety hazards (point detonating, time delay, cocked striker, variable time, etc...) that can only be identified and addressed after the item is approached or excavated. APG contains munition and fuze combinations that include standard and non-standard models and combinations. It is likely that personnel will encounter munition combinations that were not approved for use outside of RDT&E and that no references are readily available for. Although some munitions failed to function as intended, the munitions can become more sensitive than originally designed due to it's exposure to the environment and the resulting degradation. Foreign munitions present additional hazards due to the different design methods, quality control or other acceptable practices involved. Foreign munitions are routinely found throughout the installation. With an enormous amount of support equipment (i.e. VCS, blast shield, etc...) or worst case scenario exclusion area, the hazards can and are mitigated for the non-essential personnel. The benefit of maintaining "downrange" operations is that they provide the capability to react and perform immediate actions/countermeasures intended to mitigate the hazards to non-essential personnel, property, and the environment. Hazardous munition constituents break down products or raw material will continue to pose a greater than significant risk until the material is desensitized and containerized within monitored engineering controls or disposed of.

7. Cite the CFR Appendix A to Subpart I of Part 550—Schedule of Pay Differentials Authorized for Hazardous Duty Under Subpart I duty: Appendix A (1), (3) and (5).

Supervisor: \_\_\_\_\_

Print Name

Signature

Title & Grade: ACTING CHIEF WS-14

Date: 28 JAN 08

*Sup Non-Concurred*  
*OH*

CBRNE Analytical & Remediation Activity (CARA)  
Request for Hazardous Duty Pay

Operations:

Print Name

Signature

Title & Grade:

EDM YC 02

Date:

28 JAN 08

Concur/Non-Concur

N/C

HDP/EDP Oversight Committee (OC)

Print Name

Signature

Approved/Disapproved:

Disapproved

Title & Grade:

Director, CARA

YC-03

Date:

5 Feb 2008

**EE**

*East  
all others  
Budzinski  
Marks  
Pelliam  
Rowan  
Verano  
West*

# Position Description

AG153575

Sequence#: 525056

Replaces PD#:

## EQUIPMENT SPECIALIST (EOD)

GS-1670-11

**Servicing CPAC:** ABERDEEN PROVING GROUND, MD

**Installation:** AGFCWA8Q99AGA

22ND CHEMICAL BATTALION (TE)  
REMIEDIATION RESPONSE (TM1)

ABERDEEN PROVING GROUND, MD 21005

**Agency:** ARMY

**MACOM:** FORSCOM

**Command Code:** FC  
US ARMY FORCES COMMAND

**Region:** NORTHEAST

**Citation 1:** OPM JFS ADMINSTRATIVE EQUIP, FACILITIES, & SERV. MAY 2003

**PD Library PD:** NO

**COREDOC PD:** NO

**Classified By:** NECPOC

**Classified Date:** 08/20/2003

**FLSA:** NON-EXEMPT

**Career Program:** 17

**Functional Code:** 00

**Competitive Area:** 25

**Competitive Level:** 0738

**Bus Code:** 2878

**PD Status:** VERIFIED

**Drug Test Required:** NO

**Financial Disclosure Required:** NO

**Requires Access to Firearms:**

**Position Sensitivity:** 2

**Emergency Essential:** N

**DCIPS PD:** NO

**Acquisition Position:** NO

**Interdisciplinary:** NO

**Target Grade/FPL:** 11

**Career Ladder PD:** NO

### Duties:

Serves as technical authority on US, Soviet, Warsaw Pact and other foreign chemical, biological and conventional ammunition. Serves on Quick Reaction Teams for acquisition and exploitation of first seen foreign ammunition. As an Explosive Ordnance Disposal (EOD) Specialist, incumbent participates in the performance of actual downloading of live, often first seen foreign ordnance items. Interfaces with the intelligence community and other agencies to stay abreast of all munitions designs, functions, and current inventories. Directs and performs the set-up and operation of Unexploded Ordnance (UXO)/Recovered Chemical Warfare Material (RCWM) sites/activities. Assists with supervising all aspects of EOD operations during utilization of the Explosive Destruction System (EDS). Technically directs lower grade EOD specialists in the performance of all duties excluding the preparation of Munitions Data Requirement (MDR). Duties do include the preparation of Munitions Data Requirements (MDR), including disassembly, stripping and inerting of all US and Foreign ordnance.

1. Serves as senior/journeylevel technician, assisting with directing/leading of team operations involved with the location, access, render safe, disposal, transportation and processing of all types and conditions of

[http://cpsfc.belvoir.army.mil/fasclass/search\\_fs/search\\_fs\\_output\\_portal.asp?ccpo=AG&jobNum=15357...](http://cpsfc.belvoir.army.mil/fasclass/search_fs/search_fs_output_portal.asp?ccpo=AG&jobNum=15357...) 11/16/2007

*EE1*

US and Foreign ordnance. This includes identification and technical research of guided missiles, bombs and bomb fuzes, projectile and projectile fuzes, grenades and grenade fuzes, rockets and rocket fuzes, landmines and associated components, pyrotechnic items and explosives and demolition materials. Directs and performs the preparation of electric and non-electric demolition firing systems for the purposes of ammunition/UXO/RCWM disposal operations. Directs the use of non-destructive diagnostic equipment used in identifying the fill and condition of chemical, biological and conventional munitions. Evaluates and participates in emergency EOD/UXO incident response per local SOPs and Installation Directives. Interfaces with installation and local authorities, outside the normal chain of command, with respect to EOD/UXO and incident response operations.

40%

2. Performs recovery and exploitation of US and Foreign conventional, chemical and biological ammunition. Searches, collects, interprets, analyzes and develops complete technical information and data on munitions and weapons systems for the purpose of recovery and Foreign Material Exploitation (FME). Analyzes and reduces exploitation data into an accurate and comprehensive report format. Items exploited include guided missiles, bombs and bomb fuzes, projectile and projectile fuzes, grenades and grenade fuzes, rockets and rocket fuzes, landmines and associated components, pyrotechnic items, chemical and biological munitions.

30%

3. Performs duties as Quality Control Specialist (QC) and Site Safety Officer (SSO). As QC, incumbent will implement the EOD/UXO specific sections of the quality control program by conducting inspections, generating written reports and ensuring compliance with regulations and contractual requirements. As SSO, incumbent implements the approved EOD/UXO and explosives safety programs in compliance with all DOD, Federal, State and local statutes and codes. Analyzes operational risks and hazards to ensure compliance with all site-specific safety requirements for EOD/UXO operations.

20%

4. Performs duties as a Radiation Safety Officer (RSO) when operating radiographic instruments and Portable Isotopic Neutron Spectroscopy (PINS). Controls access to radiation areas. Performs and conducts radiological surveys for gamma and neutron radiation using Geiger-Muller tubes, proportional counters, and scintillation detectors. Performs shielding calculations and dose estimates for stay times and whole body exposures to ionizing radiation. Directs and evaluates radiation control measures for radiological evolutions including shielding requirements for radiographic work and monitors personnel dosimetry requirements and placement. Responsible for the security and care of radiological sources and the establishment of operational areas with respect to health and safety.

10%

Performs other duties as assigned.

#### Special requirements

Basic Qualifications: Must be a graduate of a Department of Defense approved military bomb disposal school. These currently include the former US Naval School; Explosive Ordnance Disposal, Naval Ordnance Station, Indian Head, MD, or the current military EOD school located at Eglin Air Force Base, Fla. This position requires the incumbent to have a minimum of ten (10) years combined military and civilian EOD/UXO experience.

The individual selected must possess or be able to obtain and maintain a Secret security clearance. Must be able to pass a medical examination annually. Must be able to perform all duties while wearing full chemical protective ensemble up to and including OSHA level A.

This position is subject to the provisions of AR 50-6. Individuals select for this position must undergo urinalysis screening under the civilian Drug Abuse Testing Program prior to the appointment to the position periodically thereafter.

Mobility for temporary duty (TDY) or temporary change of station (TCS) both CONUS and OCONUS are conditions of employment. This position may require the employee to perform mission requirements in hostile environments. In such situations, the position and incumbent will be designated as "Emergency

Essential", IAW the current DOD Directive governing retention of DOD civilians in overseas locations.

This position may require the incumbent to obtain and maintain a Commercial Drivers License with Hazardous Material certification.

1, Knowledge Required FL 1-7 1250 points

Incumbent requires an advanced comprehensive knowledge of Army EOD doctrine and Unit operations, as well as a working knowledge of the care, handling, safety, and use of explosives, chemical and biological materials which are used worldwide. Must possess the technical knowledge required to identify and categorize ammunition of all types to include its filler and fuze condition. Must have the technical knowledge of specialized EOD techniques, tools and equipment used by military personnel for render safe of every type of ordnance and explosive related device, including homemade bombs. Must have the knowledge to locate subsurface ordnance using all modern forms of magnetometers, ground penetrating radar and related technologies. Ability to assist with leading/directing the utilization of both electric and non-electric firing systems for the purpose of demolition operations in conjunction with all EOD/UXO operations.

Factor 2, Supervisory controls FL 2-4 450 points

Supervisor makes assignments with general objectives and discusses matters of major change in approach that may affect other assignments and priorities. Incumbent is relied upon to independently solve technical problems. Completed work is reviewed for attainment of objectives and conformance with policy. When working outside the country, incumbent is responsible for independently choosing courses of action and completing work in accordance with agency policy.

Factor 3, Guidelines FL 3-4 450 points

Selects and uses a wide range of technical material such as technical manuals, bulletins, schematics, line drawings and catalogs as well as intelligence summaries and reports. In addition use is made of agency policies and policy statements. These provide only general guidance as to the most productive approach or methods to solve the most highly complex or unusual problems.

Factor 4, Complexity FL 4-4 225 points

The specialist must be familiar with many types of ordnance used worldwide, their characteristics and effects. As EOD, the individual is responsible for adjusting plans and procedures to changing conditions while applying knowledge of procedures and tools available. Incumbent must make decisions based on unusual circumstances and incomplete or conflicting data.

Factor 5, Scope and Effect FL 5-3 150 points ✓

Incumbent performs independently at EOD/UXO sites containing unknown ordnance, contents and conditions. Incumbent must deal with any and all eventualities as they occur. Items may be fuzed and armed and may or may not contain chemical agents. Failure to exercise the utmost care and diligence could result in death or severe bodily injury to incumbent or other personnel, major violations of regulations resulting in fines and/or criminal penalty and significant impact on the environment and health of surrounding communities.

Factor 6/7, Personal Contacts/Purpose of Contacts; FL 3-B 110 points

Contacts are with military personnel and civilians within the Department of Defense and individuals or groups outside the agency to gain information during onsite visits and to coordinate mutual procedures and practices.

Factor 8, Physical Demands FL 8-3 50 points

The field work requires considerable physical exertion such as long periods of standing; recurring activity such as bending, crouching, stooping, stretching, reaching, and lifting of moderately heavy objects in

excess of 50 pounds. Requires normal finger dexterity in both hands and normal color vision.

Factor 9, Work Environment FL 9-3 50 points

The fieldwork involves regular and recurring exposure to various weather conditions and unknown hazardous devices to include chemical and biological material. Work may require the use of full chemical protective ensemble. The specialist must be continually alert to observe special safety precautions, procedures and ever-changing situations.

Total points: 2735 (GS-11 range: 2355 - 2750 Points)

### Evaluation:

#### FLSA EVALUATION OUTLINE

NOT MET Foreign Exemption

NOT MET Executive Exemption

- Exercises appropriate supervisory responsibility (primary duty)
- Customarily and regularly exercises independent judgment
- 80% test, if applicable (GS-5/6; Sit 1 & 2 WS supervisors; law enforcement & firefighter supervisors thru GS-9)

NOT MET Professional Exemption

- Professional work (primary duty)
- Intellectual and varied work (more than dealing with procedures/precedents)
- Discretion & independent judgment
- 80% test, if applicable (This virtually never applies since GS-5/6 positions are trainees and other employees are not professional)

NOT MET Administrative Exemption

- Primary duty
- Policy or
- Management or general business or supporting services or
- Participation in the executive/administrative functions of a management official
- Nonmanual work test
- NOT MET intellectual and significant (more than dealing with procedures/precedents), or
- specialized & technical in nature requiring considerable training/experience
- NOT MET Discretion & independent judgment
- n/a 80% test, if applicable

Comments/Explanations (State which major duties/job functions are Exempt):

CONCLUSION: Non Exempt

Classification Comments: Employee performs technical support work. Does not regularly develop new work methods or procedures. Work does not meet the spirit and intent of the exemption criteria.

*P. Mackeyman*

# Position Description

AG11759  
Sequence#: 69078

Replaces PD#:

## ORDNANCE REMOVAL SPECIALIST

GS-0301-12

**Servicing CPAC:** ABERDEEN PROVING GROUND, MD  
**Installation:** AGFCWA8Q99AB

**Agency:** ARMY  
**MACOM:** FORSCOM  
**Command Code:** FC  
US ARMY FORCES COMMAND

22ND CHEMICAL BATTALION (TE)  
OPS - TRAINING BRANCH  
S2/S3 SECTION

**Region:** NORTHEAST

ABERDEEN PROVING GROUND, MD 21005

**Citation 1:** OPM PCS MISC ADMIN & PROGRAM SERIES, GS-301, JAN 79

**Citation 2:** OPM ADMIN ANALYSIS GEG, AUG 90

**PD Library PD:** X

**COREDOC PD:** X

**Classified By:** JOHN FERRITER

**Classified Date:** 05/07/2001

**FLSA:** E

**Drug Test Required:** NO

**DCIPS PD:** NO

**Career Program:** 00

**Financial Disclosure Required:** NO

**Acquisition Position:** NO

**Functional Code:** 00

**Requires Access to Firearms:**

**Interdisciplinary:** NO

**Competitive Area:** 25

**Position Sensitivity:** 1

**Target Grade/FPL:** 12

**Competitive Level:** 0076

**Emergency Essential:** N

**Career Ladder PD:** NO

**Bus Code:** 2878

**PD Status:** VERIFIED

### Duties:

#### MAJOR DUTIES

Serves as primary unexploded ordnance (UXO) lead for all remediation projects associated with Formerly Used Defense Sites (FUDS), BRAC, and IR sites in support of our customers, primarily the U.S. Army Corps of Engineers (COE), the Project Manager for Non-Stockpile Chemical Material (PM-NSCM), and/or DoD installation commanders and their higher headquarters. Working at various locations, incumbent conducts field inspections of clean-up operations, reviews techniques and methods used, and ensures safety requirements and procedures are implemented and enforced. Performs technical and quality assurance oversight for all Unexploded Ordnance/Recovered Chemical Weapons Material (UXO/RCWM) operations on the site. Develops standards, guidelines, SOPS, and regulations to investigate and mitigate sites of known or suspected contamination. Evaluates designs, specifications and procedures for the identification of hazards associated with field activities of ordnance and explosive/chemical waste sites. Works closely with the staff elements and leadership of the COE, Huntsville Division, MCX (Center of Technical Expertise), PM-

EE2

## Position Description

NSCM, and installation commanders, when working on safety issues, operational procedures, ordnance removal techniques, explosives/chemicals and other technical issues.

More specifically performs the following:

1. Reviews USATEU operations and ensures adherence to a wide range of Army and other ordnance related safety provisions and requirements. Reviews COE and non-COE remediation documents concerning the removal of conventional and/or chemical unexploded ordnance. Provides technical recommendations relating to acceptable safety and environmental procedures for remediation of ordnance and chemically contaminated areas to ensure safe operations during all field activities. Provides consultation and advice to the unit commander for all ordnance removal operations and planning. Responsible for planning, coordinating, and providing oversight of UXO/RCWM site activities, and certification of Ammunition, Explosives and Dangerous Articles (AEDA) and/or range scrap as ready for turn-in or disposal IAW current policies. Leads multiple project teams which may be performing UXO/RCWM and, Ordnance and Explosives (OE) related activities; e.g., vegetation clearance, land surveying, reconnaissance and classification of UXO/RCWM, pyrotechnic items and military explosives and demolition materials; locating surface and subsurface UXO/RCWM; destroying UXO/RCWM and OE by burning or detonation; and/or transporting and storing UXO/RCWM and explosives material. Leads the performance of and/or performs the on-site disposal of OE; prepares explosive storage plans IAW all applicable guidance; prepares OE administrative reports; performs risk hazard analyses; and conducts daily site safety briefings.  
55%

2. Develops standards, guidelines, and unit policies used to investigate and mitigate sites of known or suspected contamination. Prepares standard operating procedures (SOPs) for UXO/RCWM projects ensuring compliance with DoD directives as well as local, state, and federal statutes and codes. Evaluates designs, specifications and procedures for the identification of hazards associated with field activities of ordnance and explosive/chemical waste sites.  
20%

3. Provides support to the Munitions Assessment and Review Board (MARB). Supports the Battalion operations office in the gathering of historical material, gathering and formatting field data, analysis of information, and general conduct of the MARB. Coordinates closely with PM-NSCM and their contractors to ensure data collected by USATEU is correct and in the proper format for timely and efficient board proceedings. Maintains a historical database of all company level assessments and disposal operations of conventional or chemical/biological munitions/items. Ensures that all unit disposal records are in compliance with Federal, State and Local environmental regulations and permits.  
15%

4. Serves as the USATEU point of contact for the MMAS II (Mobile Munitions and Assessment Platform) program. Ensures the proper maintenance and training of personnel utilizing the MMAS II. Serves as the Battalion point of contact for coordination with PM NSCM on overall MMAS fielding and operational issues relating to ordnance assessment. Ensures that the MMAS II is operated IAW all local and state regulations.  
10%

Performs other duties as assigned.

#### FACTOR 1, KNOWLEDGE REQUIRED BY THE POSITION Level 1-8 1550 Points

Incumbent must be able to fully perform all functions enumerated for UXO Sweep Personnel and Toxic Material Control Operator/Ordnance Removal Specialist personnel.

Incumbent must have the knowledge to properly store OE material IAW applicable guidance; to identify fuzes and determine fuze condition; to determine a magnetic azimuth using current navigational/locating equipment; to perform field expedient identification procedures to identify explosives/chemical contaminated soil; to prepare an on-site holding area for OE material; and to operate modes of transportation for transporting OE/RCWM material, when appropriate.

Incumbent must have the knowledge to perform and/or lead a team in the conduct of reconnaissance and classification of UXO/RCWM and other OE materials and identifying all munitions including bombs and bomb fuzes, guided missiles, projectiles and projectile fuzes, rockets and rocket fuzes, and submunitions,

land mines and related components, pyrotechnic items, military explosives and demolition materials, and grenades and grenade fuzes. Incumbent will have a working knowledge of state of the art munitions X-ray equipment and procedures, and the operation of the Portable Isotopic Neutron Spectroscopy (PINS) system in order to accurately assess munitions and their fills.

Incumbent must have the knowledge to locate subsurface UXO using military and civilian magnetometers and related equipment; perform excavation procedures on subsurface UXO; locate surface UXO by visual means; prepare demolition firing systems, both electric and non-electric, for destruction operations; ensure proper set up and operation of Personnel Decontamination Stations (PDS); inspect salvaged OE/RCWM related material to ensure freedom of explosives or chemical agents; erection of protective works; and to don and doff personal protective equipment.

Incumbent must have the training, knowledge, and experience necessary to implement the approved UXO/RCWM and explosives and chemical agent safety program the Site Safety Health Plan (SSHP) and verify compliance with applicable safety and health requirements while ensuring project execution meets all QA/QC parameters as defined in the project plan. Incumbent must have the ability to ensure compliance with DoD, federal, state, and local statutes and codes; analyze UXO/RCWM and explosives operational risks, hazards, and safety requirements; enforce personnel limits and safety exclusion zones for UXO/RCWM clearance operations, UXO/RCWM and explosives/chemical agent transportation, storage, and destruction; conduct oversight inspections to ensure compliance with UXO/RCWM and explosives safety codes; and operate and maintain air monitoring equipment required for the detection of airborne contaminants.

Comprehensive knowledge of regulations, standards, methods, procedures, and techniques related to field destruction operations and ordnance clean-up operations. Technical knowledge and skill will be sufficient to analyze safety and design features and specifications and to develop new, or significantly adapted methods and techniques, to accomplish required munitions clean-up operations safely.

Ability to assess the operating environments, to evaluate the field conditions, and to determine how they affect the safety practices employed. Able to use this information to develop safety practices which provide adequate levels of protection while still leaving the employees with sufficient mobility and comfort to promote the use of the practices.

Practical knowledge of conventional fact-finding or investigative techniques and skill in developing and evaluating facts relative to unsatisfactory conditions and in preparing reports of findings.

Skilled in oral and written communications used to develop and report operations deficiencies and to provide recommended changes to operational documents as required.

#### FACTOR 2, SUPERVISORY CONTROLS Level 2-4 450 Points

Company Commander and/or Battalion S3 sets overall objectives and makes resources available. The employee and supervisor in consultation, develop the deadlines, projects, and work to be done. The employee is delegated continuing responsibility for the development of new procedures and methods for accomplishing the ordnance clean-up operations. The employee exercises considerable latitude for independent decisions. Controversial matters are discussed with supervisor and others concerned for exchange of views and decisions. Implements USATEU policies IAW applicable regulations and approved plans. Work related to safety procedures, ordnance clean-up procedures and other similar issues are evaluated for soundness of judgment in applying engineering, construction, and safety requirements and in effectiveness in meeting safety objectives and clean-up objectives.

#### FACTOR 3, GUIDELINES Level 3-3 275 points

When dealing with WWI/II vintage and foreign munitions, oftentimes split second decisions must be made to ensure the safety of the personnel on site and the local populace. On many occasions, the incumbent will be required to make life-or-death decisions relative to the circumstances at hand. These decisions will be supported by the vast UXO/RCWM knowledge and experience possessed by the incumbent. Available guidelines are not completely applicable to the work in most instances or have gaps in specificity. Primary guidelines consist of technical literature to include a variety of safety and health standards, regulations,

directives, agency policy and technical publications associated with ordnance disposal. The incumbent uses TEU, COE, DA and DoD safety regulations and interprets and implements Site Safety and Health Plans, installation environmental permits, and applicable federal, state and local laws and regulations in conducting day to day operations. The employee uses judgment in interpreting and adapting guidelines such as agency policies, regulations, precedents, and work directions for application to specific cases or circumstances. The employee analyzes results and recommends changes.

**FACTOR 4, COMPLEXITY Level 4-4 225 Points**

The work includes continuing responsibility for reviews of numerous different sites and projects requiring different processes to be used in the ordnance removal effort, e.g., varying site conditions requiring different methods or equipment, environmental considerations, etc. The incumbent must evaluate these different methods to determine whether they are the most effective based on the conditions in order to determine the best method to recommend to the customer. The incumbent must also evaluate these conditions to determine the appropriate safety requirements and procedures.

**FACTOR 5, SCOPE AND EFFECT Level 5-4 225 Points**

The work involves establishing criteria, developing UXO/RCWM remediation projects based on input from the customer and guiding the projects through to completion, assessing the projects during execution and at project end through the development of After Action Reports. Most remediation sites are nothing more than archaeological sites containing munitions; that is, the contents cannot be confirmed until unearthed. As such, the incumbent must be able to deal with all eventualities as they occur. Items may be fused and armed and may or may not contain chemical agents. Additionally, the work requires the development of new guides, approaches and methods often under difficult circumstances such as when confronted by conflicting viewpoints or resource constraints. Work results affect the quality of the oversight efforts conducted at the worksites throughout CONUS and OCONUS in the pursuit of a safe and occupationally healthy environment for military and DA civilian personnel, the environment and the general populace.

**FACTOR 6, PERSONAL CONTACTS Level 6-3**

Contacts are with COE and their contractors, installation personnel and their contractors, Project Managers for Chemical Demilitarization and Non-Stockpile Chemical Munitions, government quality assurance personnel who are assigned to the ordnance removal contracts, as well as a variety of safety and environmental personnel including occupational safety professionals, state hazardous materials teams, and consultants, etc.

**FACTOR 7, PURPOSE OF CONTACTS Level 3c 180 Points**

Purpose of the contacts is to influence, motivate, and/or control groups. The employee must be skillful in approaching the individual or group in order to obtain the desired effect, such as gaining compliance with established procedures, policies and regulations by persuasion or negotiation. Additionally, contacts are for the purpose of gaining information and to provide advice, recommendations and implementation guidance concerning operating methods and procedures.

**FACTOR 8, PHYSICAL DEMANDS Level 8-2 20 Points**

Work involves long periods of standing, walking, and climbing in order to observe operations in the field and the carrying of awkward equipment for field testing. Equipment may weigh in excess of 40 pounds.

**FACTOR 9, WORK ENVIRONMENT Level 9-2 20 Points**

Work involves using numerous special safety precautions and requires use of hard hats, steel toed boots, eye and/or ear protection, and chemical personal protective equipment. Major duties require work in the field or elements with adverse weather conditions and/or heat or cold.

Total Points = 2945

(GS-12 Range = 2755 - 3150)

**SPECIAL REQUIREMENTS:**

Employee must be a graduate of a Bomb Disposal School/Program acceptable to primary contractor: Corps of Engineers.

Employee must have good sight and hearing in order to use equipment required for quality assurance testing and preliminary site assessments and follow-on visits.

Travel may exceed 50% of the time.

Mobility for temporary duty (TDY) CONUS and OCONUS is a condition of employment.

Position is considered essential to support DA's mobilization and wartime mission during periods of increasing tension or mobilization. The position is considered emergency essential because (1) no qualified and immediate replacement exists; and (2) having it vacant would (a) impair the effective operation of essential military support systems, or (b) adversely impact the combat mission of deployed forces. Failure of incumbent to remain in the position may result in separation for the efficiency of the Federal service. (Ch. 75 Title 5 USC, FPM Ch. 752).

The individual selected must possess or be able to obtain and maintain a security clearance at the Secret level.

The individual selected for the position must execute an SF-312, Classified Information Nondisclosure Agreement (NDA), unless a completed SF-312 or SF-189 is on file in OPF.

Must be able to pass a medical examination and wear full OSHA and Army Level A toxicological agent protective clothing, self-contained breathing apparatus and other types of protective clothing.

Position is subject to provisions of AR 50-6, Chemical Personnel Reliability Program. The individual selected for the position must undergo urinalysis testing under the Civilian Drug Abuse Testing Program prior to appointment to the position, and periodically during employment.

This position requires the incumbent to take and pass an appropriate annual Medical examination.

**Evaluation:**

## FLSA Evaluation Outline

FASCLASS JOB NUMBER: 11759, Ordnance Removal Specialist, GS-0301-12

CPOC REGION: NE

MACOM:

Not Met Foreign Exemption

Not Met Executive Exemption

Exercises appropriate supervisory responsibility (primary duty)

Customarily and regularly exercises independent judgement

80% test, if applicable (GS-5/6; Sit 1 & 2 WS supervisors; law enforcement & firefighter supervisors GS-9)

Not Met Professional Exemption

Professional work (primary duty)

Intellectual and varied work (more than dealing with procedures/precedents)

Discretion & independent judgement

80% test, if applicable (This virtually never applies since GS-5/6 positions are trainees and other employees are not professional)

Met Administrative Exemption

X Primary duty

Policy or

Management or general business or supporting services or

Participation in the executive/administrative functions of a management official

X Nonmanual work test

intellectual and significant (more than dealing with procedures/precedents), or

specialized & technical in nature requiring considerable training/experience

X Discretion & independent judgement

Not Met 80% Test, if applicable

Comments/Explanations (State which major duties/job functions are Exempt): The employee's primary duty is to serve as a Lead UXO (Unexploded Ordnance) for remediation projects associated with Formerly U.S. Defense Sites (FUDS), BRAC sites, etc., for various customers, including US Army Corps of Engineers. The incumbent conducts field inspections of clean-up operations, reviews techniques and methods used, and ensures safety requirements and procedures are implemented and enforced. Develops standards, guidelines, SOPS, and regulations to investigate and mitigate sites of known or suspected contamination. Because of the comprehensive knowledge and skill required to perform the duties of the position, and the fact that this job would be considered specialized in nature based on the fact that the position requires a considerable amount of highly specialized training, experience, and knowledge, the employee meets the Non-Manual Work Test. The incumbent performs duties such as providing technical recommendations; providing consultation and advice to unit commanders for all ordnance removal operations and planning; develops standards, guidelines, and unit policies; and leads multiple project teams. By performing these types of duties, the employee also meets the Discretion and Independent Judgement Test.

Conclusion: Exempt

Classification Comments:

## Position Description

**PD#:** AG00861

**Replaces PD#:**

**Sequence#:** VARIES

### TOXIC MATERIAL CONTROL OPERATOR (ORDNANCE REMOVAL)

**WG-6501-11**

**Servicing CPAC:** ABERDEEN PROVING GROUND, MD

**Agency:** VARIES

**MACOM:** VARIES

**Command Code:** VARIES

**Region:** NORTHEAST

**Citation 1:** WG-6501 SERIES DEFINITION

**PD Library PD:**

**COREDOC PD:**

**Classified By:** JOHN FERRITER

**Classified Date:** 03/28/2000

**FLSA:** NON-EXEMPT

**Drug Test Required:** VARIES

**DCIPS PD:** NO

**Career Program:**

**Financial Disclosure Required:**

**Acquisition Position:** NO

**Functional Code:**

**Requires Access to Firearms:** VARIES

**Interdisciplinary:** NO

**Competitive Area:** VARIES

**Position Sensitivity:** VARIES

**Target Grade/FPL:** 11

**Competitive Level:** VARIES

**Emergency Essential:**

**Career Ladder PD:** NO

[ ]

**Bus Code:** VARIES

**Personnel Reliability Position:** VARIES **Information Assurance:**

**PD Status:** VERIFIED

#### Duties:

##### Major Duties

Performs a full range of duties relating to the storage, transfer, shipment, sampling for, assessment and identification as well as neutralization of toxic chemical agents or various munitions contaminated with or containing toxic chemical agents to various materials contaminated with toxic chemicals. Substances to be handled include chemical and biological agent, chemical surety material and recovered chemical warfare material. Sets up and operates highly sophisticated detection and assessment equipment in the control and overall handling of chemical/ biological toxic material ordnance operations.

1. Due to the complex nature of work operations for this position, workers demonstrate

EE3

knowledge and ability for a minimum of two of the following: a) Operate sophisticated scientific instrumentation in accordance with exacting protocols and are listed as ?certified analysts? under ISO 14000 standards; b) graduate from the School of Military Packaging and Transport (SMPT) or equivalent school and are able to certify hazardous cargo in accordance with Department of Transportation (DOT) and International Air Transport Association (IATA) regulations and protocols and perform duties as Escort Officers according to organizational regulations; c) serve as alternate radiation protection officer, and ensure compliance with appropriate nuclear regulatory commission licensing requirements.

Depending on level of experience and/or training, may also operate sophisticated assessment analytical equipment, such as the Portable Isotopic Neutron Spectroscopy System (PINS, etc.). Operates various types of standard and non-standard X-Ray equipment to include the RTR-3/4, ANDREX and DR/CT. Maintains capability for emergency worldwide response to chemical/biological accident/incident situations 24 hours per day 365 days per year. Loads equipment on vehicles for ground and aircraft deployment in accordance with prescribed load plans. Drives trucks with a capacity up to and including 6 tons and forklifts with capacity of 10,000 lb. or more, backhoes and bucket loaders. Deploys worldwide with equipment on short notice for indefinite periods of time to perform sampling, identification, leaksealing, decontaminating packaging and escort of toxic materials during emergency responses as well as during environmental restoration projects. Uses chemical and biological agent detection kits, chemical alarms and sophisticated analytical instrumentation to detect and identify chemical agent contamination. Performs decontamination on equipment, material or materials, supplies and personnel in a toxic environment while wearing protective clothing and gear. Prepare various decontamination solutions and maintains decontamination equipment such as the M12A1 Power-Driven Decontamination Apparatus. Applies decontaminates over a large area. Sets up, operates and closes out personnel decontamination stations. Participates in extensive emergency response training and maintains equipment in a state of readiness. May act as company safety representative during assessment operations which may include the use of RAMANS and radiation emitting equipment.

2. Works as ordnance removal specialist at chemical and biological remediation sites. Ordnance specific duties include identification and classification of found chemical and biological munitions. Works in conjunction with military EOD to perform identification, packaging, transport, and destruction of found chemical and biological munitions. Uses non-destructive diagnostic equipment to assist in identifying payload fill status and explosive status of found chemical/biological munitions.

3. Performs armed escort and disposal of hazardous chemical/ biological agents, material or materials. Packs and labels hazardous materials for transportation. Uses Chemical agent detection and identification kits to detect cargo leakage. Performs immediate decontamination and containment actions to minimize the hazard of the cargo during emergency situations. Duties require frequent travel by a variety of modes of transportation to include commercial and military aircraft and ocean going vessels. Chemical Personnel Reliability Program (CPRP) AR 50-6 qualification and medical qualification as chemical agent worker are required. Qualification with M-16 rifle and 9mm pistol and knowledge of use of deadly force are required. In accordance with applicable regulations deadly force will be used as a last resort after all lesser means to prevent the actual theft, damage or seizure of chemical surety material have failed.

Performs other duties as assigned.

#### Skill and knowledge

Knowledge sufficient to qualify as a Certified Analyst in accordance with the Soldier Biological Chemical Command s Chemical Agent Standard Analytical Reference Material (CASARM)

Quality Assurance Plan (QAP). Knowledge and skill to set up, maintain and operate the Miniature Continuous Air Monitoring System (MINICAM□) to detect and quantify extreme low levels of toxic chemical agent vapors. Knowledge to use a laptop computer (MINILINK□) to set or change operating parameters, program versions, and calibration data. Skill in calibration instruments to ensure operation within set parameters. Skill to perform precision and accuracy test as specified by CASARM QAP. Knowledge and skill to recognize sequence timing, peak recognition, and signal output, observe computer reading and signal outputs, and make needed adjustments to operating parameters to ensure precise operation of the equipment. During the operation, knowledge and skill to perform calibration and quality control sensitivity checks to verify calibration and safe operation, quality levels of chemical agent in the atmosphere and ensure that the levels of agent in the atmosphere are not above set limits for the type of protective clothing worn by workers in the area. Knowledge and skill to change photomultiplier tubes, optical filters and changes computer program when monitoring for different agents. Knowledge and skill in the review of methods and operating procedures of various monitoring equipment and the ability to provide guidance to lower grade operators on the adaptation or modification of procedures and equipment. Knowledge and skill to develop new procedures and review or finalize new procedures developed by lower grade operators. Knowledge and skill to test new equipment not already available, implement its use and to train others in its use. Knowledge and skill to recognize the economy and efficiency of certain methods and to facilitate the use of these alternatives. Knowledge and skill to review and interpret test data in order to ascertain the condition of chemical warfare material. In addition, must be familiar with the basic safety protocols used by military EOD personnel in the performance of their mission of identification and proper disposition of found unexploded ordnance, both chemical/biological and conventional.

Qualified to certify hazardous cargo for domestic and international transport by ground, air and sea transport. Workers will be a graduate of the School of Military Packaging and Transport (SMPT) or similar qualification producing school. Ability to research Federal and international transportation regulations as appropriate to determine the compatibility of cargo and complete the necessary documentation to certify the cargo for transport. This requires an extensive knowledge of the cargo being prepared for movement; the various hazard classes; packaging, labeling and placarding, as well as the statutory requirements.

Knowledge of Department of Transportation, Army and unit regulations governing the escort of chemical agent material. Knowledge of the regulations governing the use of deadly force.

As Alternate Radiation Protection Officers (ARPO), knowledge of the principles of radioactivity and skill to conduct leak testing of radioactive sources. Skill to perform measurements with radiac meters and certify radioactive sources for shipment. Responsible for establishing Radiation Safety Zone during field operations. Must be proficient in the use of a Portable Neutron Spectroscope to include instrument set-up and positioning of item being analyzed. Knowledgeable in calibration, troubleshooting, spectra acquisition and analysis. Knowledgeable in cryogenic safety procedures. Provides initial analysis and interpretation of container contents.

#### Responsibility

Receive assignments from the unit supervisor or operator in charge. Assignments are made in the form of oral instructions or written procedures. Employee independently plans and lays out work and determines appropriate courses of action. Work is reviewed for compliance with controlling regulations, technical standards and results achieved.

#### Physical Effort

Must be able to do considerable walking, standing and carrying of items weighing up to 18

kilograms. Must be able to lift a weight of 50 lb., 4 feet high and carry the load 10 feet while in protective clothing; climb 10 feet high and push and pull 120 lb., 2 feet; stand for two hour duration, normal finger dexterity in both hands and normal color vision are required,

#### Working Conditions

Work is performed in both indoor and outdoor environments exposing the worker to adverse weather conditions. The worker handles lethal chemical and biological agents and materials which require stringent precautions and safeguards to prevent severe injury or death due to a spill or release of toxic chemical agents. Work requires use of full OSHA Level ?A? personnel protective ensemble.

#### Special Requirements

The individual selected must possess or be able to obtain and maintain a security clearance.

The individual selected for the position must execute a FS-312, Classified Information Nondisclosure Agreement (NDA), unless a complete SF-312 or SF-189 is on file in OPF.

Must be able to pass a medical examination and to wear full OSHA and Army Level A toxicological agent protective clothing, self-contained breathing apparatus and other types of protective clothing.

This position is subject to provisions of AR 50-6, Chemical Personnel Reliability Program. The individual selected for the position must undergo urinalysis testing under the Civilian Drug Abuse Testing Program prior to appointment to the position.

Mobility for temporary duty (TDY) or permanent change of station (PCS) CONUS and OCONUS is condition of employment. Job requires travel on temporary or permanent assignments within and outside the United States to fulfill technical assistance and other mission requirements. Entry into this position requires that the employee sign a mobility agreement.

This position may require the employee to travel to hostile environments.

This position may require the incumbent to obtain and maintain a Commercial Drivers License with Hazardous Material qualification.

This position requires the incumbent to take and pass an annual PHYSICAL PERFORMANCE EVALUATION (Physical Fitness test).

This position requires a person who is a graduate of the basic U.S. Military EOD school or equivalent.

Satisfactory completion of training in ammunition operations as required by AMC-R 350-4 is a condition of employment. Maintaining current certification IAW AMC-R 350-4 will be a condition of employment necessary for retention in the position.

#### **Evaluation:**

Not Listed

**FF**

DGC

From: [REDACTED] r CIV USA  
Sent: Wednesday, January 14, 2009 3:48 PM  
To: [REDACTED] OGC  
Cc: [REDACTED] CIV USA  
Subject: FW: haz duty pay (UNCLASSIFIED)

Attachments: APGR whole.doc



APGR whole.doc  
(574 KB)

Classification: UNCLASSIFIED

Caveats: NONE

[REDACTED] - here are the answers to your questions on whether the CPAC or the NECPOC provided the training, and also attached is the new draft APG reg on Haz Duty pay, currently in the APG SJA for review. mf

-----Original Message-----

From: [REDACTED] CIV USA  
Sent: Wednesday, January 14, 2009 1:32 PM  
To: [REDACTED] CIV USA; [REDACTED] CIV USA  
Subject: FW: haz duty pay again (UNCLASSIFIED)

-----Original Message-----

From: [REDACTED] r CIV USA  
Sent: Wednesday, January 14, 2009 1:01 PM  
To: [REDACTED] CIV USA  
Cc: [REDACTED] CIV USA  
Subject: RE: haz duty pay again (UNCLASSIFIED)

Excellent, thanks [REDACTED] Would it be possible to send me a copy of the draft APGR? [REDACTED]

-----Original Message-----

From: [REDACTED] CIV USA  
Sent: Wednesday, January 14, 2009 12:58 PM  
To: [REDACTED] CIV USA  
Cc: [REDACTED] Mr CIV USA  
Subject: RE: haz duty pay again (UNCLASSIFIED)

[REDACTED] in reference to:

2a [REDACTED] provided training to all the specialists.

2b Training was conducted for ECBC, the 20th and 22nd. ATC set up a board with CPAC representatives advising on the composition plus advising on decisions.

2c A letter was sent to all Commanders.

One thing not mentioned was the APGR. It has been rewritten and is at Legal for review.

-----Original Message-----

From: [REDACTED] CIV USA

FF

Sent: Friday, January 09, 2009 1:48 PM  
To: ██████████ Ms CIV USA  
Subject: haz duty pay again (UNCLASSIFIED)

██████████ said you had sent this to her and she has incorporated it into her report on this HDP/EDP employee dispute.

=====

(2) Training initiatives. On April 2, 2008, ██████████, Human Resources Specialist, Productivity Enhancement Division, Civilian Enhancement Division, APG, provided an update on corrective taken by the APG CPAC to ██████████ Department of the Army, Office of the General Counsel. [ROI-II, Exhibit KK]. ██████████ stated that the APG CPAC has taken the following actions:

- (a) The CPAC has requested that the Processing Center provide Hazardous Duty Pay training to all staffing specialists involved with HDP.
- (b) The CPAC will provide training to managers on properly administering the program.
- (c) The CPAC has prepared a letter to all Commanders on the importance of proper oversight of the HDP program, this letter is currently being reviewed by the installation legal office.

Classification: UNCLASSIFIED  
Caveats: NONE

DEPARTMENT OF THE ARMY  
US ARMY ABERDEEN PROVING GROUND  
Aberdeen Proving Ground, Maryland 21005-5001

APG Regulation  
No. 690-28

01 FEB 2009

Civilian Personnel  
HAZARDOUS DUTY PAY FOR CLASS ACT EMPLOYEES

The word “he” (and its derivatives) when used in the regulation is intended to include both the masculine and the feminine genders; exceptions will be noted

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**I. PURPOSE.**

The purpose of this regulation is to outline the provisions, requirements and procedures to be followed in order to pay hazard differentials to general schedule (GS), general merit (GM)

employees, and (NSPS) National Security Personnel System. This regulation supplements basic Hazard Pay (HP) program requirements outlined in references cited below.

A. SCOPE. This regulation applies to all activities at this installation that employ GS/GM and NSPS employees (including full-time, part-time and intermittent personnel). This regulation does not cover any employee in the Federal Wage System or those covered by the Non –Appropriated Fund Personnel System.

\*This regulation supersedes APG Regulation 690-28, 30 October 2006.

B. POLICY. It is the policy of the Commanders/Directors of activities and organizations on this installation that:

1. Work environments will, to the maximum extent possible, be safe and healthful.
2. Personnel will not be unnecessarily exposed to hazards.
3. Nothing in this regulation will be interpreted as permitting violation of any Federal or State law relevant to worker safety.
4. Hazard pay will only be authorized when all the requirements of these regulations and other applicable regulations and guidelines are fully met.

C. RESPONSIBILITIES.

1. Supervisors and line management will:

(a) To the maximum extent possible, create and foster a work environment which is free from hazards and unpleasant working conditions.

(b) Eliminate or reduce to the lowest level the kinds of duties, hazards, physical hardships, severe working conditions and environments which warrant HDP. To this end, limit employee hazardous/physical discomfort assignments to the least number of employees required for the mission.

(c) Before assigning hazardous duties ensure to the maximum extent possible that procedures, processes and/or devices are in place to reduce exposure.

(d) Before assigning work which is not covered by an existing certificate, confer with and/or request assistance from industrial hygiene, safety and/or medical activities in order to properly assess hazards and to gain assistance on the practical elimination thereof.

(e) Periodically, at least annually, review and reevaluate work practices, existing engineering/protective devices and controls, and existing standing operating procedures (SOPS)

to ensure effective oversight of hazardous work operation practices. This review will be coordinated with safety, industrial hygiene and/or medical staff advisors as required.

(f) Carry out all tasks necessary to ensure proper payment of HDP differentials to subordinates. This includes evaluating work situations to determine when payment of HDP differentials are warranted, authorizing payment of HDP when appropriate, and explaining to the work force the basis for approval and/or disapproval of the differential.

2. All safety officers on the installation and industrial hygiene and medical advisory staff will:

(a) Serve as primary staff advisor(s) to line management and supervisors on matters related to hazardous work environments, hazardous tasks, risk analysis, and assessment.

(b) Provide professional advice and assistance on matters related to the activity's HDP program, including serving on standing and ad hoc committees which oversee such programs.

(c) Evaluate specific work environments and work situations in order to determine whether they meet the requirements of the HDP program as defined in governing regulations.

(d) Provide advice and guidance to the Civilian Personnel Advisory Center (CPAC) on the safety/industrial hygiene/medical aspects of the activity's HDP program. This includes making final determinations as to whether a hazard actually exists and/or whether it has been practically eliminated through the use of engineered controls, personal protective equipment and/or other procedures and processes.

3. Director, CPAC, will:

(a) Upon request provide HDP training to installation supervisors.

(b) Assign classification specialists to provide guidance when responding to questions concerning the rules and regulations governing the HDP program.

(c) Participate on standing and ad hoc HDP oversight committees as requested.

## II. GS/GM REGULATION.

### A. DEFINITIONS.

1. "Hazard pay differential" means additional pay for the performance of hazardous duty or duty involving physical hardship.

2. "Hazardous duty" means duty performed under circumstances in which an accident could result in serious injury or death, such as duty performed on a high structure where protective facilities are not used or on an open structure where adverse conditions such as darkness, lightning, steady rain, or high wind velocity exist.

3. "Duty involving physical hardship" means duty that may not in itself be hazardous, but causes extreme physical discomfort or distress and is not adequately alleviated by protective or mechanical devices, such as duty involving exposure to extreme temperatures for a long period of time, arduous physical exertion, or exposure to fumes, dust, or noise that causes nausea, skin, eye, ear, or nose irritation.

4. "Taken into account in the classification of the position" means that the duty constitutes an element used in establishing the grade of the job. It does not mean that a higher grade has to occur as a result of the performance/recognition of hazardous duties. In order to constitute an element used in establishing the grade of the position, a particular duty must be performed with sufficient regularity and must be reflected in the knowledge, skills and abilities needed to perform the duties of the position.

## B. GENERAL.

1. Appendix A, lists the approved hazardous duties or duties involving physical hardship for which a hazard pay differential may be warranted. This list, which is approved by the Office of Personnel Management (OPM), is from subpart I, part 550, Title 5, Code of Federal Regulations Appendix A. Any change to the OPM approved list will supersede Appendix A of this regulation. These situations are supplemented by locally developed certificates which outline conditions, environments and/or situations particular to APG and/or its tenants attached as Appendix B. Certificates in Appendix B will be reviewed by management officials and their supporting safety, industrial hygiene and/or medical office (s) at least annually to ensure conditions continue to support payment of HDP. These offices are to notify the Civilian Personnel Advisory Center (CPAC), Aberdeen Proving Ground, immediately upon determination that a condition outlined in an existing certificate no longer supports and justifies payment of HDP. In keeping with the authority under the Delegated Classification Authority (DCA) program, supervisors will make the final determination as to whether a particular duty has been "taken into account" in the classification process. Such determinations will be made after recommendations and advisories are provided by the Civilian Personnel Advisory Center (CPAC).

**2. Hazardous Duty Pay (HDP) will not be paid if the hazardous duty has been taken into account in the classification of the employee's job.**

**3. The appended certificates apply only as an exception to the preceding II.B.2 when:**

(a) The actual circumstances of the specific hazard or physical hardship have changed from that taken into account and described in the position description; and

(b) Using the knowledge, skills, and abilities that are described in the position description, the employee cannot control the hazard or physical hardship; thus, the risk is not reduced to a less than significant level.

4. Hazardous Duty Pay (HDP) will not be paid if the hazard has been practically eliminated by the use of protective clothing, device or procedures; or the employee undertakes a duty without proper authorization.

5. Employees may not be paid a hazardous duty differential for hours for which they receive annual premium pay for regularly scheduled standby duty under Sec. 550.141, annual premium pay for administratively uncontrollable overtime work under Sec. 550.151, or availability pay for criminal investigators under Sec. 550.181.

### C. PROCEDURE.

1. Hazard Pay Authorization Certificates. At Appendix B to this regulation are organization specific work situations, job environments and/or job operations, which have been determined to meet the requirements for payment of HDP. Supervisors will compare the actual work situations and job environments to the authorized HDP conditions and position classifications, and if necessary apply II.B.3 to determine if an exception exists, and document the supporting rationale for the decision.

(a) In keeping with best practices, management should form an oversight committee to review HDP conditions, approved certificates, recent HDP payments, and employee situations on a case-by-case basis relative to the II.B.3 exception.

(b) When a match or an exception is valid, the supervisor will authorize the appropriate HDP differential via the electronic timekeeping system.

(c) In order for a match to occur, the work performed must be identical to that outlined on the certificate and the certificate must be authorized for the major organizational element to which the supervisor is assigned (i.e., Aberdeen Test Center, RDECOM, etc). If there are questions as to the coverage of an existing certificate, the supervisor will seek guidance and assistance from the appropriate staff office (i.e., Safety, Industrial Hygiene, CPAC, etc.).

(d) When the work/environment does not match a certificate, or if the work is certified for another organization on post, or new operations are begun which appear to be of a regular and/or recurring nature a request for approval of HDP must be initiated by the supervisor. Until approval is obtained, HDP will not be paid. Procedures for establishing new certificates are outlined below.

(e) The head of the agency shall maintain records concerning the specific hazardous duty or duty involving physical hardship; the authorized position description(s); the number of employees paid the differential; and the annual cost to the agency

## 2. Requests for Approval of HDP certificate.

(a) The supervisor will initiate a request for approval following the format outlined in Appendix C.

(b) The memorandum will be sent to the Director, CPAC who will then route it to the appropriate safety/industrial hygiene/medical offices for review unless previously accomplished by the activity.

(c) If the situation is approved for potential HDP payment, the supervisor will be notified and a certificate will be added to Appendix B. If it is disapproved, the reason for the disapproval will be provided to the supervisor in writing.

## III. NSPS REGULATION.

### A. GENERAL.

1. The Secretary of Defense establishes pay differentials to employees for duty involving unusual physical hardship consistent with the permissible exposure limit (PEL) safety and health standards. Appendix D, similar to the GS/GM HDP regulation, lists approved HDP situations. Components may request a hazard pay differential be established or modified through DOD. There is no provision for local certificates.

### B. PROCEDURE.

1. The Department authorizes applicable hazard pay differentials to an employee who is assigned to and performs any duty specified in Appendix 5 when:
2. One or more of the appendices conditions exist; and
3. Safety precautions, protective or mechanical devices, protective or safety clothing, protective or safety equipment, or other preventive measures have not reduced the element of hazard below the permissible exposure limits promulgated by the Secretary of Labor.
4. **Hazard pay differentials are not payable to employees in occupations or jobs in which unusual physical risk is an inherent characteristic of the occupation or job, such as**

Firefighter, Police Officer, Security Guard, and Emergency Medical Technician. Hazard pay differentials are also not payable to employees assigned to the 602 Physician and 680 Dentist occupations.

#### IV. REFERENCE.

1. Pay for Duty Subpart I, part 550, title 5, Code of Federal Regulations, Involving Physical Hardship or Hazard.
2. DoD 1400.25-M, SUBCHAPTER 1930.25, NSPS implementing issuances, Pay for Physical Hardship or Hazard

OPM Authorized Schedule

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TITLE 5--ADMINISTRATIVE PERSONNEL

CHAPTER I--OFFICE OF PERSONNEL MANAGEMENT

PART 550\_PAY ADMINISTRATION (GENERAL)--Table of Contents

Subpart I\_Pay for Duty Involving Physical Hardship or Hazard

Sec. 550.907 Relationship to additional pay payable under other statutes.

Hazard pay differential is in addition to any additional pay or allowances payable under other statutes. It shall not be considered part of the employee's rate of basic pay in computing additional pay or allowances payable under other statutes.

[56 FR 20345, May 3, 1991]

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Appendix A to Subpart I of Part 550--Schedule of Pay Differentials Authorized for Hazardous Duty Under Subpart I

hazard pay differential, of part 550 pay administration (general)

Duty	Rate of hazard pay differential (percent)	Effective date
Exposure to Hazardous Weather or Terrain:		
(1) Work in rough and remote terrain. When working on cliffs, narrow ledges, or near vertical mountainous slopes where a loss of footing would result in serious injury or death, or when working in areas where there is danger of rock falls or avalanches.	25	First pay period beginning after July 1, 1969.
(2) Traveling under hazardous conditions. (a) When travel over secondary or unimproved roads to isolated mountain top installations is required at night, or under adverse weather conditions (such as snow, rain, or fog) which limits visibility to less than 30 meters (100 feet), when there is danger of rock, mud, or snow slides.	25	Do.
(b) When travel in the wintertime, either on foot or by means of vehicle, over secondary or unimproved roads or	25	Do.

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snow trails, in sparsely settled or

isolated areas to isolated installations is required when there is danger of avalanches, or during ``whiteout'' phenomenon which limits visibility to less than 3 meters (10 feet).

(c) When work or travel in sparsely settled or isolated areas results in exposure to temperatures and/or wind velocity shown to be of considerable danger, or very great danger, on the windchill chart (appendix A-1), and shelter (other than temporary shelter) or assistance is not readily available. 25 Do.

(3) Snow or ice removal operations. When participating in snowplowing or snow or ice removal operations, regardless of whether on primary, secondary or other class of roads, when (a) there is danger of avalanche, or (b) there is danger of missing the road and falling down steep mountainous slopes because of lack of snow stakes, ``white-out'' conditions, or sloping ice-pack covering the snow. 25 Do.

(4) Water search and rescue operations. Participating as a member of a water search and rescue team in adverse weather conditions when winds are blowing at 56 km/h (35 m.p.h.) (classified as gale winds) or in water search and rescue operations conducted at night. 25 Do.

(5) Travel on Lake Pontchartrain. (a) When embarking, disembarking or traveling in small craft (boat) on Lake Pontchartrain when wind direction is from north, northeast, or northwest, and wind velocity is over 7.7 meters per second (15 knots); or. 25 Do.

(b) When travelling in small crafts, where craft is not radar equipped, on Lake Pontchartrain is necessary due to emergency or unavoidable conditions and the trip is made in a dense fog under fog run procedures. 25 Do.

(6) Hazardous boarding or leaving of vessels. When duties (a), (b), or (c) are performed under adverse conditions of foul weather, ice, or night and when the sea state is high (0.9 meter (3 feet) and above):

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(a) Boarding or leaving vessels at sea or standing offshore during lightering 25 First pay period beginning after

or personnel transfer operations. May 7, 1970.

(b) Boarding, leaving, or transferring equipment between small boats or rafts and steep, rocky, or coral surrounded shorelines.

(c) Transferring equipment between a small boat and rudimentary dock by improvised or temporary facility such as an unfastened plank leading from boat to dock.

(7) Small craft tests under unsafe sea conditions. Conducting craft tests to determine the seakeeping characteristics of small craft in a seaway when U.S. storm warnings normally indicate unsafe seas for a particular size craft. 25 First pay period beginning on or after Sept. 28, 1972.

(8) Working on a drifting sea ice floe. When the job requires that the work be performed out on sea ice, e.g., installing scientific instruments and making observations for research purposes. 25 First pay period beginning after March 16, 1973.

Exposure to Physiological Hazards:

(1) Pressurechamber subject. (a) Participating as a subject in diving research tests which seek to establish limits for safe pressure profiles by working in a pressure chamber simulating diving or, as an observer to the test or as a technician assembling underwater mock-up components for the test, when the observer or technician is exposed to high pressure gas piping systems, gas cylinders, and pumping devices which are susceptible to explosive ruptures. 25 Do.

(b) Working in pressurized sonar domes. Performing checkout of sonar system after sonar dome has been pressurized. This may include such duties as changing transducer elements, setting of transducer turntables, checking of cables, piping, valves, circuits, underwater telephone, and pressurization plugs. 8 First pay period beginning after Feb. 16, 1975.

(c) Working in nonpressurized sonar domes that are a part of an underwater 4 First pay period beginning after  
01 FEB 2009 APGR 690-28

system. Performing certification pretrial inspections, involving such duties as calibrating, adjusting, and photographing equipment, in limited

Feb. 16, 1975.

space and with limited egress.

(2) Simulated altitude chamber subjects. Observers. Participating in simulated altitude studies ranging from 5500 to 45,700 meters (18,000 to 150,000 feet) either as subject or as observer exposed to the same conditions as the subject.

25 Do.

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(3) Centrifuge subjects. Participating as subject in centrifuge studies involving elevated G forces above the level of 49 meters per second  $\sqrt{2}$  (5 G's) whether or not at reduced atmospheric pressure.

25 Do.

(4) Rotational flight simulator subject. Participating as a subject in a Rotational Flight Simulator in studies involving continuous rotation in one axis through 360[deg] or in a combination of any axes through 360[deg] at rotation rates greater than 15 r.p.m. for periods exceeding three minutes.

25 First pay period beginning after July 1, 1969.

Hot Work--Working in confined spaces wherein the employee is subject to temperatures in excess of 43[deg] C (110[deg] F).

4 First pay period beginning after Feb. 16, 1975.

(5) Environmental thermal-chamber tests: Subjects and observers exposed to the hazards and physical hardships of an environmental chamber-thermal test which simulates adverse weather or sea conditions such as the exposure to subzero temperatures; high heat and humidity; and cold water, spray, wind, and wave action.

25 May 4, 1988.

(6) Working at high altitudes. Performing work at a land-based worksite more than 3900 meters (12,795 feet) in altitude, provided the employee is required to commute to the worksite on the same day from a substantially lower altitude under circumstances in which the rapid change

8 January 11, 1999.

in altitude may result in acclimation problems..

Exposure to Hazardous Agents, work with or in close proximity to:

- |  |    |  |
|--|----|--|
| (1) Explosive or incendiary materials. Explosive or incendiary materials which are unstable and highly sensitive.  | 25 | First pay period beginning after July 1, 1969. |
| (2) At-sea shock and vibration tests. Arming explosive charges and/or working with, or in close proximity to, explosive armed charges in connection with at-sea shock and vibration tests of naval vessels, machinery, equipment and supplies.   | 25 | Do.  |
| (3) Toxic chemical materials. Toxic chemical materials when there is a possibility of leakage or spillage.   | 25 | Do.  |
| (4) Fire retardant materials tests. Conducting tests on fire retardant materials when the tests are performed in ventilation restricted rooms where the atmosphere is continuously contaminated by obnoxious odors and smoke which causes irritation to the eyes and respiratory tract.  | 25 | Do.  |
| (5) Virulent biologicals. Materials of micro-organic nature which when introduced into the body are likely to cause serious disease or fatality and for which protective devices do not afford complete protection.  | 25 | Do.  |
| (6) Asbestos. Significant risk of exposure to airborne concentrations of asbestos fibers in excess of the permissible exposure limits (PELS) in the standard for asbestos provided in title 29, Code of Federal Regulations, Sec. Sec. 1910.1001 or 1926.58, when the risk of exposure is directly connected with the performance of assigned duties. Regulatory changes in Sec. 1910.1001 or 1926.58 are hereby incorporated in and made a part of this category, effective on the first day of the first pay period beginning on or after the effective date of the changes. | 8  | June 8, 1993                                   |

Participating in Liquid Missile Propulsion Tests and Certain Solid Propulsion Operations:

- |  |    |  |
|--|----|--|
| (1) Tanking and detanking. Tanking or detanking operations of a missile or the test stand ``run'' bottles with liquid propellants.   | 25 | First pay period beginning after July 1, 1969. |
| (2) Hoisting a tanked missile. Hoisting a tanked missile or a solid propellant propulsion system into and/or over the test stand.  | 25 | Do.  |
| (3) Pressure tests. Pressure tests on loaded missiles, missile tanks, or run bottles during prefire preparations.  | 25 | Do.  |
| (4) Test stand tests. Test stand operations on loaded missiles under environmental conditions where the high or low temperatures could cause a failure of a critical component.  | 25 | Do.  |
| (5) Disassembly and breakdown. Disassembly and breakdown of a contaminated missile system or test stand plumbing after test.   | 25 | Do.  |
| (6) ``Go'' condition test stand work. Working on any test stand above the 15-meter (50-foot) level or any stand work while the system is in a ``go'' condition.  | 25 | Do.  |
| (7) Arming and dearming propulsion systems. Arming, dearming or the installation and/or removal of any squib, explosive device, or a component thereof connected to, or part of, any live or potentially expended liquid or solid propulsion system. | 25 | Do.  |
| (8) Demolition and destruct tests. Demolition, hazards classification, or destruct type tests where the specimen is nonstandard and/or unproven and the test techniques do not conform to standard or proven procedures.                             | 25 | Do.  |

Work in Fuel Storage Tanks:

- |   |    |     |
|---|----|-----|
| When inspecting, cleaning or repairing fuel storage tanks where there is no ready access to an exit, under conditions requiring a breathing apparatus because all or part of the oxygen in the atmosphere has been displaced by toxic vapors or gas, and failure of the breathing apparatus would result in serious injury or death within the time required to leave the tank. | 25 | Do. |
|---|----|-----|

Firefighting:

- |   |    |     |
|---|----|-----|
| (1) Forest and range fires. Participating as a member of a firefighting crew in fighting forest and range fires on the fireline.  | 25 | Do. |
| (2) Equipment, installation, or building fires. Participating as an emergency member of a firefighting crew in fighting fires of equipment, installations, or buildings.  | 25 | Do. |
| (3) In-water under-pier firefighting operations. Participating in in-water under-pier firefighting operations (involving hazards beyond those normally encountered in firefighting on land, e.g., strong currents, cold water temperature, etc.). | 25 | Do. |

Work in Open Trenches:

- |   |    |     |
|---|----|-----|
| Work in an open trench 4.6 meters (15 feet) or more deep until proper shoring has been installed. | 25 | Do. |
|---|----|-----|

Underground Work:

- |   |    |     |
|---|----|-----|
| Work underground performed in the construction of tunnels and shafts, and the inspection of such underground construction, until the necessary lining of the shaft or tunnel has eliminated the hazard. | 25 | Do. |
|---|----|-----|

Underwater Duty:

- |   |    |     |
|---|----|-----|
| (1) Submerged submarine or deep research vehicle. Duty aboard a submarine or deep research vehicle when it submerges.   | 25 | Do. |
| (2) Diving. Diving, including SCUBA (self-contained underwater breathing apparatus) diving, required in scientific and engineering pursuits, or search and rescue operations, when:<br>(a) at a depth of 6 meters (20 feet) or more below the surface; or,<br>(b) visibility is restricted; or,<br>(c) in rapidly flowing or cold water; or,<br>(d) vertical access to the surface is restricted by ice, rock, or other | 25 | Do. |

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structure; or,  
(e) testing or working with hardware which presents special hazards (such as work with high voltage equipment or work with underwater mockup components in an underwater space simulation study).

Sea Duty Aboard Deep Research Vessels:

Participating in sea duty wherein the team member is engaged in handling equipment on or over the side of the vessel when the sea-state is high (6.2 meter-per-second winds (12-knot winds) and 0.9-meter waves (3-foot waves) and the work is done on deck in relatively unprotected areas. 25 Do.

Collection of Aircraft Approach and Landing Environmental Data:

When operating or monitoring camera equipment adjacent to flight deck in the area of maximum hazard during landing sequence while conducting photographic surveys aboard aircraft carriers during periods of heavy aircraft operations. 25 First pay period beginning after July 1, 1969.

Experimental Landing/Recovery Equipment Tests:

Participating in tests of experimental or prototype landing and recovery equipment where personnel are required to serve as test subjects in spacecraft being dropped into the sea or laboratory tanks. 25 Do.

Land Impact or Pad Abort of Space Vehicle:

Actual participating in dearming and safing explosive ordinance, toxic propellant and high pressure vessels on vehicles that have land impacted or on vehicles on the launch pad that have reached a point in the countdown where no remote means are available for returning the vehicle to a safe condition. 25 Do.

Height Work:

Working on any structure of at least 15 meters (50 feet) above the base level, ground, deck, floor, roof, etc., under open conditions, if the structure is unstable or if scaffolding guards or other suitable protective facilities are not used, or if performed under

25 Do.

adverse conditions such as snow, sleet, ice on walking surfaces, darkness, lightning, steady rain, or high wind velocity.

Flying, participating in:

(1) Pilot proficiency training. Flights for pilot proficiency training in aircraft new to the pilot under simulated emergency conditions which parallel conditions encountered in performing flight tests.

25 Do.

(2) Delivery of new aircraft for flight testing. Flights to deliver aircraft which has been prepared for one-time flight without being test flown prior to delivery flight.

25 Do.

(3) Test flights of new modified, or repaired aircraft. Test flights of a new or repaired aircraft or modified aircraft when the modification may affect the flight characteristics of the aircraft.

25 Do.

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(4) Reduced gravity--parabolic arc flights--subjects/observers. Reduced gravity flight testing in an aircraft flying a parabolic flight path and providing a testing environment ranging from weightlessness up through +20 meters per second  $\sqrt{2}$  (+2 gravity conditions).

25 Do.

(5) Launch and recovery. Test flights involving launch and recovery aboard an aircraft carrier.

25 Do.

(6) Limited control flights. Flights undertaken under unusual and adverse conditions (such as extreme weather, maximum load or overload, limited visibility, extreme turbulence, or low

25 Do.

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level flights involving fixed or tactical patterns) which threaten or severely limit control of the aircraft.		
(7) Flight tests of expandable aircraft tires. Landing to test aircraft tires designed to deflate upon retraction, undertaken to appraise the normal deflate-reinflate cycle and also to evaluate the capability to make a satisfactory landing with the tires deflated.	25	Do.
(8) Landing and taking-off in polar areas. Landing in polar areas on unprepared snow or ice surfaces and/or taking-off under the same conditions.	25	Do.
Experimental Parachute Jumps:		
Participating as a jumper in field exercises to test and evaluate new types of jumping equipment and/or jumping techniques.	25	Do.
Ground Work Beneath Hovering Helicopter:		
Participating in ground operations to attach external load to helicopter hovering just overhead.	25	Do.
Sling-suspended transfers. When performance of duties requires transfer from a helicopter to a ship via a sling on the end of a steel cable or from a ship to another ship via a chair harness hanging from a highline between the ships when both vessels are underway.	25	First pay period beginning after Oct. 11, 1969.
Carrier suitability trials aboard aircraft carriers. Participating in carrier suitability trials aboard aircraft carriers when work is performed on the flight deck during launch, recovery, and refueling operations.	25	Do.
Cargo handling during lightering operations. Off-loading of cargo and supplies from surface ships to Landing Craft--Medium (LCM) boats involving exposure not only to falling cargo but such other hazards as shifting cargo within the LCM, swinging cargo hooks, and possibility of falling between the LCM and cargo vessel.	25	Do.
Work in unsafe structures: Working 01 FEB 2009	25	First pay period APGR 690-28

within or immediately adjacent to a building or structure which has been severely damaged by earthquake, fire, tornado, flood, or similar cause, when the structure has been declared unsafe by competent technical authority, and when such work is considered necessary for the safety of personnel or recovery of valuable materials or equipment, and the work is authorized by competent authority.

beginning on or after Apr. 11, 1976.

Tropical Jungle Duty: Work outdoors in undeveloped jungle regions outside the continental United States. Work must involve both of the following:

- (1) An unusual degree of physical hardship caused by high heat, humidity, or other inclement conditions; and
- (2) An unusual danger of serious injury or illness due to:
  - (a) Travel on unimproved roads or rudimentary trails in rugged terrain (e.g., walking on narrow trails in steep mountainous areas, fording deep, fast-moving rivers, and crossing deep crevasses via log or other unsafe means);
  - (b) Immediate presence of dangerous wildlife (e.g., venomous snakes, poisonous insects, and large carnivores); or
  - (c) Known exposure to serious disease for which adequate protection cannot be provided.

25 June 14, 1989.

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(5 U.S.C. 5595; E.O. 11257, 3 CFR 1964-1965 Comp., p. 357)

[34 FR 11083, July 1, 1969; 34 FR 12623, Aug. 2, 1969, as amended at 34 FR 15747, Oct. 11, 1969; 35 FR 7172, May 7, 1970; 37 FR 20248, Sept. 28, 1972; 39 FR 7115, Mar. 16, 1973; 40 FR 7437, Feb. 20, 1975; 41 FR 12635, Mar. 26, 1976; 41 FR 14165, Apr. 2, 1976; 53 FR 36557, Sept. 21, 1988; 54 FR 8267, Feb. 28, 1989; 54 FR 25224, June 14, 1989 and 55 FR 1354, Jan. 14, 1990; 56 FR 20345, May 3, 1991; 58 FR 32050, June 8, 1993; 58 FR 32276, June 9, 1993; 64 FR 1502, Jan. 11, 1999]

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Appendix A-1 to Subpart I of Part 550--Windchill Chart  
[GRAPHIC] [TIFF OMITTED] TC01SE91.002

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                  windchill chart in non-metric units  
[GRAPHIC] [TIFF OMITTED] TC01SE91.003

[33 FR 12458, Sept. 4, 1968, as amended at 58 FR 32277, June 9, 1993

APPENDIX B

APPROVED HDP CERTIFICATES

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CERTIFICATE NUMBER: 1

APPLIES ONLY TO: US ARMY ABERDEEN TEST CENTER  
DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to explosives and incendiary materials.

HAZARD WHICH IS PRESENT:

Employees are exposed to unknown ordnance.

DESCRIPTION OF DUTY PERFORMED:

- a. Conducting vibration/rough handling/solar radiation of explosive materials. In order to be payable, the employee must be responsible for handling items during and after testing in order to inspect, package, or arrange for the transportation of the item tested.
- b. Digging or carrying out surface/subsurface checks in areas where unexploded ordnance is known to exist from previous range testing.
- c. Installing instrumentation in areas which has been declared unsafe Explosives Ordnance Detachment (EOD) personnel due to probability of encountering unexploded ordnance.
- d. Installing instrumentation at static testing sites where high-energy (HE) ammunition has been pre-positioned to install the instrumentation. In order to be payable, employee must be in close proximity when detonation circuit or secondary explosive charges are emplaced.
- e. Conducting industrial x-ray of ammunition/explosives of unknown nature, of a highly sensitive nature and/or which may have been altered by experimentation, rough handling or other ordnance tests.

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CERTIFICATE NUMBER: 2

APPLIES ONLY TO: US ARMY RESEARCH LABORATORY  
DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to explosives and incendiary materials.  
HAZARD WHICH IS PRESENT:

Employees are exposed to unknown ordnance.

DESCRIPTION OF DUTY PERFORMED:

- a. Performing operations with Hazard Class/Division 1.1 molten explosives
- b. Performing tests on unknown ordnance. To qualify as unknown, the item must not be type classified, and there must be a lack of safety test data on the item and on its energetic fill. Most items will be of foreign manufacture.
- c. Handling ammunition which has been subjected to and damaged by testing and/or experimentation. To qualify, the rounds must be intact after the test. In general, hazard pay will not be paid when the test items have been broken up and the explosive is unconfined.
- d. Cleaning up after explosive tests when explosive debris may be trapped under or between metal plates or may in some other fashion be mixed up with abrasive debris.
- e. Performing operations where a hot wire (low energy) detonator must be attached to an explosive charge.
- f. Being the first person to approach a test site after a test if both the following circumstances apply.
  - (1) There is a significant probability that damaged, unreacted explosive or propellant is present and
  - (2) The unreacted explosive/propellant is likely to be partially confined in its original container or by metal plates or by other abrasive debris.

CERTIFICATE NUMBER: 3

APPLIES ONLY TO: NATIONAL GROUND INTELLIGENCE CENTER  
DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to explosives and incendiary materials.

HAZARD WHICH IS PRESENT:

Employees are exposed to unknown ordnance.

DESCRIPTION OF DUTIES PERFORMED:

- a. Performing intelligence and exploitation support logistics operations with foreign manufactured Hazard Class/Division 1.1 through 1.4 explosives, constituting all types of ground systems munitions, to include small arms, artillery, mortar, tank main gun, rocket artillery, rocket propelled grenades, antitank and anti-air guided weapons, mines, grenades, demolition materials and pyrotechnics.
- b. Performing intelligence exploitation work on unknown foreign ordnance. Work includes physical examination, weighing, measuring, photographing, transcription of markings, while handling the munitions. Until intelligence examination and identification takes place, exact model nomenclatures and specific characteristics are unknown, no hazard classification exists, and no technical safety data is available.
- c. Due to sources of acquisition of subject munitions, such as captured materiel from war zones, munitions often are received in damaged or degraded condition. Intelligence requirements often require retention and handling.
- d. Performing intelligence exploitation support operations on foreign manufactured Hazard Class 1.1 through 1.4 explosives, constituting all types of ground systems munitions, to include small arms, artillery, mortar, tank main gun, rocket artillery, rocket propelled grenades, antitank and anti-air guided weapons, mines, grenades, demolition materials and pyrotechnics. This includes receipt in original packaging which usually does not meet US Department of Transportation and Department of Defense standards, and which is often damaged. Condition of munition in the packaging is unknown until the intelligence examination process. Transportation of unknown and/or damaged munition between storage facilities and approved workshops. Handling of subject munitions during the process of repackaging in accordance with appropriate specifications.

CERTIFICATE NUMBER: 4

APPLIES ONLY TO: US ARMY RESEARCH, DEVELOPMENT AND ENGINEERING COMMAND and CBRNE ANALYTICAL REMEDIATION ACTIVITY

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to toxic chemical materials

HAZARD WHICH IS PRESENT:

Employees are working with chemical agents exceeding the RDTE dilute solution quantities and concentrations listed in Table 1. \*Experimental chemicals having known or suspected acute toxicities that are equivalent or greater than those in the table are also included.

Agents	Minimum Total Quantity	Minimum Concentration
GA, GB, BD, GF	20 mg	2.0 mg/ml
VX	10 mg	1.0 mg/ml
H, HD, HQ, HT, Q, T	100 mg	10.0 mg
L, HL	50 mg	5.0 mg/ml

DESCRIPTION OF DUTIES PERFORMED:

- a. Handling an open primary container of chemical agent within engineering controls (e.g., laboratory hoods). An individual performing this work and the required second person are authorized.
- b. Performing operations using chemical agents when within engineering controls and using protective clothing as the primary source of protection (e.g., chemical agent chamber entry).

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CERTIFICATE NUMBER: 5

APPLIES ONLY TO: US ARMY CENTER FOR HEALTH PROMOTION AND  
PREVENTIVE MEDICINE

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to toxic chemical materials.

HAZARD WHICH IS PRESENT:

Working with or in close proximity to toxic chemical materials.

DESCRIPTION OF DUTIES PERFORMED:

Performing operations using chemical materials engineering controls and using protective clothing source of protection (e. g., chemical agent chamber when within as the primary entry).

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CERTIFICATE NUMBER: 6

APPLIES ONLY TO: US ARMY CENTER FOR HEALTH PROMOTION AND  
PREVENTIVE MEDICINE

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to explosives and incendiary materials.

HAZARD WHICH IS PRESENT:

Employees are exposed to unknown ordnance, explosives, or chemicals.

DESCRIPTION OF DUTIES PERFORMED:

Drilling and sampling soil and ground water, particularly in areas burning grounds and demolition.

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CERTIFICATE NUMBER: 7

APPLIES ONLY TO: US ARMY RESEARCH, DEVELOPMENT AND  
ENGINEERING COMMAND and CBRNE ANALYTICAL REMEDIATION ACTIVITY

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Exposure to work with or in close proximity to explosive or incendiary materials of an experimental, uncharacterized, unstable, or highly sensitive nature.

HAZARD WHICH IS PRESENT:

This duty involves employees handling, or in close proximity to, experimental, modified, or unknown pyrotechnic compositions and/or explosives; or experimental, modified, or unknown pyrotechnic and/or explosive items.

DESCRIPTION OF DUTIES PERFORMED:

The duty performed involves nine general (distinct) operations which involve exposure to experimental I modified, or unknown pyrotechnic or explosive compositions or items. These duties involve the manufacturing process which begins with the blending of the starting materials and ends with the composition or item, properly packaged for storage or shipment over public highways. It also includes the downloading, modification, and/or reassembly (using experimental components) of experimental I military standard, commercial I or unknown ammunition items. The manufacture and/or modification of these materials and/or items involves several specific hazardous operations. They include:

- a. Wet or dry blending of the chemicals into a final composition.
- b. Preparation of the composition for drying.
- c. Screening or granulating the composition into specific particle sizes.
- d. Weighing/filling loose composition into containers.
- e. Pressing the compositions into pellets or into containers.
- f. Capping containers containing pyrotechnic composition or explosives.
- g. Fuzing containers loaded with pyrotechnic composition.
- h. Assembly of ammunition using experimental or modified components.
- i. Downloading or modification of any type or experimental, military standard, commercial, or foreign ammunition.

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CERTIFICATE NUMBER: 8

APPLIES ONLY TO: US ARMY RESEARCH, DEVELOPMENT AND  
ENGINEERING COMMAND and CBRNE ANALYTICAL REMEDIATION ACTIVITY

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to toxic chemical materials.

HAZARD WHICH IS PRESENT:

Employees are performing first entry monitoring for the purposes of establishing a baseline for determining adequate protection measures for subsequent work in an area that may contain toxic chemical materials.

DESCRIPTION OF DUTIES PERFORMED:

Entry into an area, where a potential toxic material is present, for the express purpose of establishing a baseline. This action necessitates an increased level of protection over that which is normally necessary for subsequent entry.

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CERTIFICATE NUMBER: 9

APPLIES ONLY TO: US ARMY RESEARCH, DEVELOPMENT AND ENGINEERING COMMAND and CBRNE ANALYTICAL REMEDIATION ACTIVITY

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Exposure to work with or in close proximity to explosive or incendiary materials of an experimental, uncharacterized, unstable, or highly sensitive nature.

HAZARD WHICH IS PRESENT:

Employees are exposed to experimental modified or unknown ammunition.

DESCRIPTION OF DUTIES PERFORMED:

- a. Conducting vibration/rough handling/solar radiation of explosive materials. In order to be payable, the employee must be responsible for handling items during and after testing in order to inspect, package, or arrange for the transportation of the items tested.
- b. Conducting industrial x-ray of ammunition/explosives of unknown nature, of a highly sensitive nature and/or which may have been altered by experimentation, rough handling or other ordnance tests.
- c. Testing operations which involve exposure to experimental I modified, or Unknown pyrotechnic or explosive compositions or items. These duties include the removal of the item(s) from its shipping container and ends with the item(s) completely consumed in tests, or when custody of the item has been transferred. It also includes the pretesting, positioning, assembly, downloading, modification and/or re-assembly (using experimental components) of experimental I modified or unknown ammunition items, duds or misfired weapons. Support operations in close proximity to these operations are also included.

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CERTIFICATE NUMBER: 10

APPLIES ONLY TO: US ARMY RESEARCH, DEVELOPMENT AND ENGINEERING COMMAND and CBRNE ANALYTICAL REMEDIATION ACTIVITY

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to toxic chemical materials.

HAZARD WHICH IS PRESENT:

Employees are handling ordnance items containing either known chemical warfare material or unknown liquids that are possibly chemical warfare material as listed in Certificate 4 of this regulation.

DESCRIPTION OF DUTIES PERFORMED:

Handling a Non-stockpile ordnance item for the purpose of identifying and stopping any leaks, and packaging the item into an overpack container as part of an emergency response or remediation effort. The person actually handling the item and the required assistant to the individual handling the item are authorized.

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CERTIFICATE NUMBER: 11

APPLIES ONLY TO: US ARMY RESEARCH, DEVELOPMENT AND  
ENGINEERING COMMAND and CBRNE ANALYTICAL REMEDIATION ACTIVITY

DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to toxic chemical materials.

HAZARD WHICH IS PRESENT:

Employees are handling Chemical Agent Identification Sets containing either known chemical warfare material or suspected toxic chemicals.

DESCRIPTION OF DUTIES PERFORMED:

Handling a Chemical Agent Identification Set or their components for the purpose of identifying and stopping any leaks, and packaging the item into an overpack container as part of an emergency response or remediation effort. The person actually handling the item and the required assistant to the individual handling the item are authorized.

CERTIFICATE NUMBER: 12

APPLIES ONLY TO: US ARMY GARRISON, ABERDEEN PROVING GROUND  
DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to unknown, sensitive explosive items.

HAZARD WHICH IS PRESENT:

This duty involves physical inventories and handling of unknown ordnance.

DESCRIPTION OF DUTIES PERFORMED:

- a. Perform physical inventories and handling of unknown ordnance. The items are foreign ammunition and explosives which have not been safety certified, inspected or type classified by US Personnel.
- b. Individual rounds are removed from outer packs to verify count then repackaged for return to storage.

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CERTIFICATE NUMBER: 13

APPLIES ONLY TO: U.S. ARMY RESEARCH DEVELOPMENT AND ENGINEERING  
COMMAND, Edgewood Chemical Biological Center

**DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:**

Working with or in close proximity to potentially lethal human pathogens.

**HAZARD WHICH IS PRESENT:**

Employees working with potentially lethal microorganisms which are listed by the Centers for Disease Control (CDC) as Biosafety Level 3 (BSL-3). The CDC definition of Biosafety Level 3 from the CDC publication "**Biosafety in Microbiological and Biomedical Laboratories (BMBL)**", **5th Edition**, follows:

**CDC Definition:** Biosafety Level 3 is applicable to clinical, diagnostic, teaching, research, or production facilities where work is performed with indigenous or exotic agents that may cause serious or potentially lethal disease through inhalation route exposure. Laboratory personnel must receive specific training in handling pathogenic and potentially lethal agents, and must be supervised by scientists competent in handling infectious agents and associated procedures. All procedures involving the manipulation of infectious materials must be conducted within biological safety cabinets, other physical containment devices, or by personnel wearing appropriate personal protective equipment. A BSL-3 laboratory has special engineering and design features.

NOTE: Refer to the latest edition of the CDC publication "**Biosafety in Microbiological and Biomedical Laboratories (BMBL)**" for the CDC list of BSL-3 microorganisms.

**DESCRIPTION OF DUTIES PERFORMED:**

- a. Handling an open primary container of a BSL-3 microorganism within engineering controls (e.g., biosafety cabinet). An individual performing this work and the required second person are authorized.
- b. Performing operations using BSL-3 microorganism when within engineering controls and using protective clothing as the primary source of protection.

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## CERTIFICATE NUMBER: 14

APPLIES ONLY TO: U.S. ARMY RESEARCH DEVELOPMENT AND ENGINEERING  
COMMAND, Edgewood Chemical Biological Center

## DUTY AND/OR EVENT WHICH GIVES RISE TO HP DIFFERENTIAL:

Working with or in close proximity to lethal biological toxins.

## HAZARD WHICH IS PRESENT:

Employees are working with a 50% Lethal Dose (LD<sub>50</sub>)\* or greater of the biological toxins listed in Table 1 below. Newly identified / discovered toxins with known or suspected acute toxicities that are equivalent to or greater than those in the table are also included.

TABLE 1

Biological Toxin	LD <sub>50</sub> * (ug)**	Comment
Abrin	28	Ref. 3, IP mouse
Aflatoxins	12,000	Ref. 5, rabbit (data collected but not published)
Botulinum toxins	.04	Ref. 3, IP mouse
Clostridium perfringens epsilon toxin	8000	Ref. 6, IVN-domestic animal
Conotoxins	480	Ref. 3, IP mouse
Diacetoxyscirpenol	1200	Ref. 4, IVN pig
Ricin	120	Ref. 1, aerosol mouse
Saxitoxin	280	Ref. 2, injection mouse
Shigatoxin	18	Ref. 3, IV mouse
Staphylococcal enterotoxins	800	Ref. 3, IV monkey
Tetrodotoxin	320	Ref. 2, injection mouse
T-2 toxin	20,000	Ref. 2, IP mouse

\* The LD<sub>50</sub> is the dose of a hazardous material that is lethal for 50% of the tested population (typically lab animal population). Based on the published 50% lethal dose in micrograms per kilogram weight of laboratory animal, the LD<sub>50</sub> shown in Table 1 is extrapolated to a 40 kg adult human. The animal LD<sub>50</sub> data are from toxin MSDSs or one of the references cited below. The LD<sub>50</sub> for the most likely or most lethal exposure route to humans is used for the estimated LD<sub>50</sub>.

\*\* ug Microgram.

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#### DESCRIPTION OF DUTIES PERFORMED:

- a. Handling an open primary container of greater than a LD<sub>50</sub> of toxin within engineering controls (e.g., biosafety cabinet). An individual performing this work and the required second person are authorized.
- b. Performing operations using greater than a LD<sub>50</sub> of toxin when within engineering controls and using protective clothing as the primary source of protection.

#### REFERENCES:

1. Medical Management of Biological Casualties Handbook, 3rd Ed., U.S. Army Medical Research Institute of Infectious Diseases, July 1998.
2. FM 3-9, Potential Military Chemical/Biological Agents and Compounds, December 1990.
3. Whalley, Christopher E., CRDEC-SP-021, Toxins of Biological Origin, CRDEC, June 1990.
4. Sigma-Aldrich MSDS, Diacetoxyscirpenol, CAS # 2270-40-8.
5. Sigma-Aldrich MSDS, Aflatoxin B1, CAS # 1162-65-8.
6. Sigma-Aldrich MSDS, Phospholipase C from *Clostridium perfringens*, product # P1392.

SAMPLE MEMORANDUM FOR  
REQUESTING APPROVAL FOR HAZARDOUS DUTY PAY

PECP-NER-G 01 FEB 2009

MEMORANDUM FOR Commander, US Army Garrison, Aberdeen Proving Ground,  
ATTN: AMSSB-GCP, 2201 Aberdeen Boulevard, Aberdeen Proving Ground, Maryland  
21005-5001

SUBJECT: Request for Approval of New Hazardous Duty Pay (HDP) Work Situation

1. The employee (s) listed below (or on the enclosed) performed a duty which I believe warrants hazardous duty pay.
2. This duty/event matches a category outlined in Appendix A, subpart I, part 550, title 5, Code of Federal Regulations but is not on a listed/approved certificate for this activity. The category is Explosives.
3. The duty performed was physical inventories and handling of unknown ordnance. The items are foreign ammunition and explosives which have not been safety certified, inspected or type classified by US Personnel.
4. This involved exposing the employee to the following hazard: in close proximity to highly unstable materials – physical inventories and handling of unknown ordnance.
5. Protective measures which were employed included full range of protective clothing and devices.
6. In my view, these (did/did not) practically eliminate the hazard.
7. This is a one-of-a-kind duty which is not likely to recur; OR This is a duty which is likely to recur and, if approved, should be placed on our list of approved hazardous work situations.

8. The following is employee-related information:

Name SSN Title, Series, Grade/Step

SMITH, John D. 123-45-6789 Engineer Technician GS-802-11/05

9. The point of contact on this matter is Mr. William Jones, extension 2345.

I. M. Duggs  
Chief, Explosives Division  
C-2

NSPS Schedule of Authorized Pay Differentials

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Schedule of Pay Differentials Authorized for Hazardous Duty		
Duty	Hazard Pay Differential (Percentage)	Effective Date
<p><b>Exposure to Hazardous Weather or Terrain:</b>  <i>Work in rough and remote terrain.</i> When working on cliffs, narrow ledges, or near vertical mountainous slopes where a loss of footing would result in serious injury or death, or when working in areas where there is danger of rock falls or avalanches.</p> <p><i>Traveling under Hazardous Conditions.</i>                      (a) When travel over secondary or unimproved roads to isolated mountain top installations is required at night, or under adverse weather conditions (such as snow, rain, or fog) which limits visibility to less than 30 meters (100 feet), when there is danger of rock, mud, or snow slides. (b) When travel in the wintertime, either on foot or by means of vehicle, over secondary or unimproved roads or snow trails, in sparsely settled or isolated areas to isolated installations is required when there is danger of avalanches, or during "whiteout" phenomenon which limits visibility to less than 3 meters (10 feet).                      (c) When work or travel in sparsely settled or isolated areas results in exposure to temperatures and/or wind velocity shown to be of considerable danger, or very great danger, on the following wind-chill chart and shelter (other than temporary shelter) or assistance is not readily available.</p> <p><i>Snow or ice removal operations.</i> When participating in snowplowing or snow or ice removal operations, regardless of whether on primary, secondary or other class of roads, when (a) there is danger of avalanche, or (b) there is danger of missing the road and falling down steep mountainous slopes because of lack of snow stakes, "white-out" conditions, or sloping ice-pack covering the snow</p> <p><i>Water search and rescue operations.</i> Participating as a member of a water search and rescue team in adverse weather conditions when winds are blowing at 56 km/h (35 m.p.h.) (classified as gale winds) or in water search and rescue operations conducted at night.</p>	25	NSPS Implementing Issuance Publication Date
<p>Travel on Lake Pontchartrain. (a) When embarking, disembarking or traveling in small craft (boat) on Lake Pontchartrain when wind direction is from north, northeast, or northwest, and wind velocity is over 7.7 meters per second (15 knots); or (b) When traveling in small crafts, where craft is not radar equipped, on Lake Pontchartrain is necessary due to emergency or unavoidable conditions and the trip is made in a dense fog</p>		25

<p>under fog run procedures.</p> <p><i>Hazardous boarding or leaving of vessels.</i> When duties (a), (b), or (c) are performed under adverse conditions of foul weather, ice, or night and when the sea state is high [0.9 meter (3 feet) and above]: (a) Boarding or leaving vessels at sea or standing offshore during lightering or personnel transfer operations; (b) Boarding, leaving, or transferring equipment between small boats or rafts and steep, rocky, or coral surrounded shorelines; (c) Transferring equipment between a small boat and rudimentary dock by improvised or temporary facility such as an unfastened plank leading from boat to dock.</p> <p><i>Small craft tests under unsafe sea conditions.</i> Conducting craft tests to determine the 'seakeeping' characteristics of small craft in seaway when U.S. storm warnings normally indicate unsafe seas for a particular size craft.</p> <p><i>Working on a drifting sea ice floe.</i> When the job requires that the work be performed out on sea ice, e.g., installing scientific instruments and making observations for research purposes.</p>	
<p><b>Exposure to Physiological Hazards:</b></p> <p><i>Pressure chamber subject.</i> (a) Participating as a subject in diving research tests which seek to establish limits for safe pressure profiles by working in a pressure chamber simulating diving or, as an observer to the test or as a technician assembling underwater mock-up components for the test, when the observer or technician is exposed to high pressure gas piping systems, gas cylinders, and pumping devices which are susceptible to explosive ruptures. (b) Working in pressurized sonar domes Performing checkout of sonar system after sonar dome has been pressurized. This may include such duties as changing transducer elements, setting of transducer turntables, checking of cables, piping, valves, circuits, underwater telephone, and pressurization plugs. (c) Working in non-pressurized sonar domes that are a part of an underwater system. Performing certification pretrial inspections, involving such duties as calibrating, adjusting, and photographing equipment, in limited space and with limited egress.</p>	<p>25</p> <p>NSPS Implementing Issuance Publication Date</p>
<p><i>Simulated altitude chamber subjects.</i> Observers. Participating in simulated altitude studies ranging from 5500 to 45,700 meters (18,000 to 150,000 feet) either as subject or as observer exposed to the same conditions as the subject.</p> <p><i>Centrifuge subjects.</i> Participating as subject in centrifuge studies involving elevated G forces above the level of 49 meters per second <math>\sqrt{2}</math> (5 G's) whether or not at reduced atmospheric pressure.</p> <p><i>Rotational flight simulator subject.</i> Participating as a subject in a Rotational Flight Simulator in studies involving continuous rotation in one axis through 360° or in a combination of any axes through 360° at rotation rates greater than 15 r.p.m. for periods exceeding three minutes.</p> <p><i>Hot Work.</i> Working in confined spaces wherein the employee is subject to temperatures in excess of 43° C (110° F).</p> <p><i>Environmental thermal-chamber tests.</i> Subjects and observers are exposed to the hazards and physical hardships of an environmental chamber-thermal test which simulates adverse weather or sea conditions such as the exposure to subzero temperatures; high heat and humidity; and cold water,</p>	<p>25</p> <p>25</p> <p>25</p> <p>4</p> <p>25</p>

<p>spray, wind, and wave action.</p> <p><i>Working at high altitudes.</i> Performing work at a land-based worksite more than 3900 meters (12,795 feet) in altitude, provided the employee is required to commute to the worksite on the same day from a substantially lower altitude under circumstances in which the rapid change in altitude may result in acclimation problems.</p>	8	
<p><b>Exposure to Hazardous Agents, work with or in close proximity to:</b></p> <p><i>Explosive or incendiary materials.</i> Explosive or incendiary materials which are unstable and highly sensitive.</p> <p><i>At-sea shock and vibration tests.</i> Arming explosive charges and/or working with, or in close proximity to, explosive armed charges in connection with at-sea shock and vibration tests of naval vessels, machinery, equipment and supplies.</p> <p><i>Toxic chemical materials.</i> Toxic chemical materials when there is a possibility of leakage or spillage.</p>	<p>25</p> <p>25</p> <p>25</p>	<p>NSPS Implementing Issuance Publication Date</p>
<p><i>Fire retardant materials tests.</i> Conducting tests on fire retardant materials when the tests are performed in ventilation restricted rooms where the atmosphere is continuously contaminated by obnoxious odors and smoke which causes irritation to the eyes and respiratory tract.</p> <p><i>Virulent biologicals.</i> Materials of micro-organic nature which when introduced into the body are likely to cause serious disease or fatality and for which protective devices do not afford complete protection.</p> <p><i>Asbestos.</i> Significant risk of exposure to airborne concentrations of asbestos fibers in excess of the permissible exposure limits (PELS) in the standard for asbestos provided in title 29, Code of Federal Regulations, §§ 1910.1001 or 1926.58, when the risk of exposure is directly connected with the performance of assigned duties. Regulatory changes in § 1910.1001 or 1926.58 are hereby incorporated in and made a part of this category, effective on the first day of the first pay period beginning on or after the effective date of the changes.</p>	<p>25</p> <p>25</p> <p>8</p>	
<p><b>Participating in Liquid Missile Propulsion Tests and Certain Solid Propulsion Operations:</b></p> <p><i>Tanking and detanking.</i> Tanking or detanking operations of a missile or the test stand run bottles with liquid propellants.</p> <p><i>Hoisting a tanked missile.</i> Hoisting a tanked missile or a solid propellant propulsion system into and/or over the test stand.</p> <p><i>Pressure tests.</i> Pressure tests on loaded missiles, missile tanks, or run bottles during prefire preparations.</p> <p><i>Test stand tests.</i> Test stand operations on loaded missiles under environmental conditions where the high or low temperatures could cause a failure of a critical component.</p> <p><i>Disassembly and breakdown.</i> Disassembly and breakdown of a contaminated missile system or test stand plumbing after test.</p> <p>“Go” condition test stand work. Working on any test stand above the 15-meter (50-foot) level or any</p>	25	<p>NSPS Implementing Issuance Publication Date</p>

stand work while the system is in a “go” condition.

<p><i>Arming and dearming propulsion systems.</i> Arming, dearming or the installation and/or removal of any squib, explosive device, or a component thereof connected to, or part of, any live or potentially expended liquid or solid propulsion system.</p> <p><i>Demolition and destruct tests.</i> Demolition, hazards classification, or destruct type tests where the specimen is nonstandard and/or unproven and the test techniques do not conform to standard or proven procedures.</p>		
<p><b>Work in Fuel Storage Tanks:</b> When inspecting, cleaning or repairing fuel storage tanks where there is no ready access to an exit, under conditions requiring a breathing apparatus because all or part of the oxygen in the atmosphere has been displaced by toxic vapors or gas, and failure of the breathing apparatus would result in serious injury or death within the time required to leave the tank.</p>	25	NSPS Implementing Issuance Publication Date
<p><b>Firefighting:</b> <i>Forest and range fires.</i> Participating as a member of a firefighting crew in fighting forest and range fires on the fireline. <i>Equipment, installation, or building fires.</i> Participating as an emergency member of a firefighting crew in fighting fires of equipment, installations, or buildings. <i>In-water under-pier firefighting operations.</i> Participating in in-water under-pier firefighting operations; involving hazards beyond those normally encountered in firefighting on land, e.g., strong currents, cold water temperature, etc.</p>	25	NSPS Implementing Issuance Publication Date
<p><b>Work in Open Trenches:</b> Work in an open trench 4.6 meters (15 feet) or more deep until proper shoring has been installed.</p>	25	NSPS Implementing Issuance Publication Date
<p><b>Underground Work:</b> Work underground performed in the construction of tunnels and shafts, and the inspection of such</p>	25	NSPS Implementing Issuance

underground construction, until the necessary lining of the shaft or tunnel has eliminated the hazard.		Publication Date
<p><b>Underwater Duty:</b> <i>Submerged submarine or deep research vehicle.</i> Duty aboard a submarine or deep research vehicle when it submerges. <i>Diving.</i> Diving, including scuba (self-contained underwater breathing apparatus) diving, required in scientific and engineering pursuits, or search and rescue operations, when: (a) at a depth of 6 meters (20 feet) or more below the surface; or, (b) visibility is restricted; or (c) in rapidly flowing or cold water; or, (d) vertical access to the surface is restricted by ice, rock, or other structure; or, (e) testing or working with hardware which presents special hazards (such as work with high voltage equipment or work with underwater mockup components in an underwater space simulation study).</p>	25	NSPS Implementing Issuance Publication Date
<b>Sea Duty Aboard Deep Research Vessels:</b>	25	NSPS

Participating in sea duty wherein the team member is engaged in handling equipment on or over the side of the vessel when the sea-state is high (6.2meter-per-second winds (12-knot winds)and 0.9-meter waves (3-foot waves) and the work is done on deck in relatively unprotected areas.		Implementing Issuance Publication Date
<b>Collection of Aircraft Approach and Landing Environmental Data:</b> When operating or monitoring camera equipment adjacent to flight deck in the area of maximum hazard during landing sequence while conducting photographic surveys aboard aircraft carriers during periods of heavy aircraft operations.	25	NSPS Implementing Issuance Publication Date
<b>Experimental Landing/Recovery Equipment Tests:</b> Participating in tests of experimental or prototype landing and recovery equipment where personnel are required to serve as test subjects in spacecraft being dropped into the sea or laboratory tanks.	25	NSPS Implementing Issuance Publication Date
<b>Land Impact or Pad Abort of Space Vehicle:</b> Actual participating in de-arming and safing explosive ordinance, toxic propellant and high pressure vessels on vehicles that have land impacted or on vehicles on the launch pad that have reached a point	25	NSPS Implementing Issuance Publication

in the countdown where no remote means are available for returning the vehicle to a safe condition.		Date
<b>Height Work</b> Working on any structure of at least 15 meters (50 feet) above the base level, ground, deck, floor, roof, etc., under open conditions, if the structure is unstable or if scaffolding guards or other suitable protective facilities are not used, or if performed under adverse conditions such as snow, sleet, ice on walking surfaces, darkness, lightning, steady rain, or high wind velocity.	25	NSPS Implementing Issuance Publication Date
<b>Flying, Participating In:</b> <i>Pilot proficiency training.</i> Flights for pilot proficiency training in aircraft new to the pilot under simulated emergency conditions which parallel conditions encountered in performing flight tests. <i>Delivery of new aircraft for flight testing.</i> Flights to deliver aircraft which has been prepared for one-time flight without being test flown prior to delivery flight. <i>Test flights of new modified, or repaired aircraft.</i> Test flights of a new or repaired aircraft or modified aircraft when the modification may affect the flight characteristics of the aircraft. <i>Reduced gravity parabolic arc flights subjects/observers.</i> Reduced gravity flight testing in an aircraft flying a parabolic flight path and providing a testing environment ranging from weightlessness up through +20 meters per second \2\ (+2 gravity conditions). <i>Launch and recovery.</i> Test flights involving launch and recovery aboard an aircraft carrier. <i>Limited control flights.</i> Flights undertaken under unusual and adverse conditions (such as extreme weather, maximum load or overload, limited visibility, extreme turbulence, or low level flights involving fixed or tactical patterns) which threaten or severely limit control of the	25	NSPS Implementing Issuance Publication Date

aircraft. <i>Flight tests of expandable aircraft tires.</i> Landing to test aircraft tires designed to deflate upon retraction, undertaken to appraise the normal deflate-reinflate cycle and also to evaluate the capability to make a satisfactory landing with the tires deflated. <i>Landing and taking-off in polar areas.</i> Landing in polar areas on unprepared snow or ice surfaces and/or taking-off under the same conditions.		
<b>Experimental Parachute Jumps:</b>	25	NSPS

Participating as a jumper in field exercises to test and evaluate new types of jumping equipment and/or jumping techniques.		Implementing Issuance Publication Date
<b>Ground Work Beneath Hovering Helicopter:</b> Participating in ground operations to attach external load to helicopter hovering just overhead. <i>Sling-suspended transfers.</i> When performance of duties requires transfer from a helicopter to a ship via a sling on the end of a steel cable or from a ship to another ship via a chair harness hanging from a highline between the ships when both vessels are underway. <i>Carrier suitability trials aboard aircraft carriers.</i> Participating in carrier suitability trials aboard aircraft carriers when work is performed on the flight deck during launch, recovery, and refueling operations. <i>Cargo handling during lightering operations.</i> Off-loading of cargo and supplies from surface ships to Landing Craft Medium (LCM) boats involving exposure not only to falling cargo but such other hazards as shifting cargo within the LCM, swinging cargo hooks, and possibility of falling between the LCM and cargo vessel.	25	NSPS Implementing Issuance Publication Date
<b>Work in unsafe structures:</b> Working within or immediately adjacent to a building or structure which has been severely damaged by earthquake, fire, tornado, flood, or similar cause, when the structure has been declared unsafe by competent technical authority, and when such work is considered necessary for the safety of personnel or recovery of valuable materials or equipment, and the work is authorized by competent authority.	25	NSPS Implementing Issuance Publication Date
<b>Tropical Jungle Duty:</b> Work outdoors in undeveloped jungle regions outside the continental United States. Work must involve both of the following: (1) An unusual degree of physical hardship caused by high heat, humidity, or other inclement conditions; and (2) An unusual danger of serious injury or illness due to:	25	NSPS Implementing Issuance Publication Date

(a) Travel on unimproved roads or rudimentary trails in rugged terrain (e.g., walking on narrow trails in steep mountainous areas, fording deep, fast-moving rivers, and crossing deep crevasses via log or other unsafe means);
--



**GG**

[REDACTED] OGC

From: [REDACTED] LTC MIL USA FORSCOM  
Sent: Monday, January 12, 2009 11:10 AM  
To: [REDACTED] CIV USA FORSCOM; [REDACTED] Ms OGC  
Subject: FW: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

FYI.

[REDACTED]  
LTC, JA  
Command Judge Advocate  
20th Support Command (CBRNE)  
COML: [REDACTED]  
DSN: [REDACTED]

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Do Not Copy or Forward Without Permission

-----Original Message-----

From: [REDACTED] P CIV USA  
Sent: Monday, January 12, 2009 11:09 AM  
To: [REDACTED] J LTC MIL USA FORSCOM  
Cc: [REDACTED] CIV USA; [REDACTED] Ms CIV USA SA  
Subject: RE: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

I completed the reg., it is under review by my Director. Once she reviews it I will send to [REDACTED] for review.

-----Original Message-----

From: [REDACTED] J LTC MIL USA FORSCOM  
Sent: Monday, January 12, 2009 11:05 AM  
To: [REDACTED] USA FORSCOM; [REDACTED] Ms OGC  
Cc: [REDACTED] P CIV USA  
Subject: FW: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)  
Importance: High

Classification: UNCLASSIFIED  
Caveats: NONE

As I expected [REDACTED] is not responsible for tracking and making sure the regulation is updated. I called [REDACTED] and she stated that [REDACTED] was working the issue. I recommend we state in the report that CPAC (David Crouch) will recommend changes to APG Regulation 690-28 to the Garrison Command.

[REDACTED]  
LTC, JA  
Command Judge Advocate



[REDACTED] OGC

From: [REDACTED] LTC MIL USA FORSCOM  
Sent: Monday, January 12, 2009 11:10 AM  
To: [REDACTED] CIV USA FORSCOM; [REDACTED] Ms OGC  
Subject: FW: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

FYI.

[REDACTED]  
LTC, JA  
Command Judge Advocate  
20th Support Command (CBRNE)  
COML: [REDACTED]  
DSN: [REDACTED]

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-----Original Message-----

From: [REDACTED] CIV USA  
Sent: Monday, January 12, 2009 11:09 AM  
To: [REDACTED] J LTC MIL USA FORSCOM  
Cc: [REDACTED] CIV USA; [REDACTED] CIV USA SA  
Subject: RE: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

I completed the reg., it is under review by my Director. Once she reviews it I will send to [REDACTED] for review.

-----Original Message-----

From: [REDACTED] J LTC MIL USA FORSCOM  
Sent: Monday, January 12, 2009 11:05 AM  
To: [REDACTED] CIV USA FORSCOM; [REDACTED] Ms OGC  
Cc: [REDACTED] CIV USA  
Subject: FW: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)  
Importance: High

Classification: UNCLASSIFIED  
Caveats: NONE

As I expected [REDACTED] is not responsible for tracking and making sure the regulation is updated. I called [REDACTED] and she stated that [REDACTED] was working the issue. I recommend we state in the report that CPAC (David Crouch) will recommend changes to APG Regulation 690-28 to the Garrison Command.

[REDACTED]  
LTC, JA  
Command Judge Advocate

20th Support Command (CBRNE)

COML: [REDACTED]  
DSN: [REDACTED]

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-----Original Message-----

From: [REDACTED] Mr CIV USA AMC  
Sent: Monday, January 12, 2009 7:50 AM  
To: [REDACTED] J LTC MIL USA FORSCOM  
Subject: RE: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

The CPAC is in charge of the issue. What you stated is correct, but I have not been involved since we came to the resolution described. [REDACTED] (3-4921) is probably a good person to contact. If she does not know, she can direct you to some one who does.

-----Original Message-----

From: [REDACTED] LTC MIL USA FORSCOM  
Sent: Friday, January 09, 2009 3:09 PM  
To: [REDACTED] CIV USA AMC  
Cc: [REDACTED] CIV USA FORSCOM; [REDACTED] T Ms OGC  
Subject: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)  
Importance: High

Classification: UNCLASSIFIED  
Caveats: NONE

[REDACTED] the following is in a draft report being prepared for the Office of Special Counsel. Is this correct, are you responsible for this? If so, what is the status? If not, who is the responsible individual/office.

g. Actions Undertaken at APG Installation Level: CHECK ON STATUS

(1) Changes to HDP Regulation. [REDACTED], Chief of Administrative and Civil Law, APG Office of the Staff Judge Advocate, indicated that the following revisions of APG Regulation 690-28 were underway [ROI-II, AR 15-6 Supplemental Narrative Report, p. 14, para 2e]:

(a) The "Procedures" section will be amended to explicitly require supervisors to ensure hazards were not "taken into account" in the employee's position description before HDP was authorized. This change would ensure that HDP was not authorized for those individuals whose position descriptions already reflect the hazardous duty which they performed.

(b) APG Regulation 690-28 will be updated to reflect any recent changes. (Exhibit KK, ROI II???)

(c) The regulation will recommend that each tenant unit with employees that potentially qualify for HDP establish a HDP oversight committee to review and rule on all employee HDP requests. (See Exhibit X, ROI II???)

LTC, JA  
Command Judge Advocate  
20th Support Command (CBRNE)  
COML: [REDACTED]  
DSN: [REDACTED]

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Classification: UNCLASSIFIED  
Caveats: NONE

HH

Ms OGC

From: [REDACTED]r CIV USA  
Sent: Wednesday, January 14, 2009 3:48 PM  
To: [REDACTED]OGC  
Cc: [REDACTED]CIV USA  
Subject: FW: haz duty pay (UNCLASSIFIED)  
Attachments: APGR whole.doc

Classification: UNCLASSIFIED  
Caveats: NONE

[REDACTED] - here are the answers to your questions on whether the CPAC or the NECPOC provided the training, and also attached is the new draft APGR reg on Haz Duty pay, currently in the APGR SJA for review. [REDACTED]

-----Original Message-----

From: [REDACTED] J CIV USA  
Sent: Wednesday, January 14, 2009 1:32 PM  
To: [REDACTED] D Mr CIV USA; [REDACTED] Ms CIV USA  
Subject: FW: haz duty pay again (UNCLASSIFIED)

-----Original Message-----

From: [REDACTED] D Mr CIV USA  
Sent: Wednesday, January 14, 2009 1:01 PM  
To: [REDACTED] J CIV USA  
Cc: [REDACTED] Ms CIV USA  
Subject: RE: haz duty pay again (UNCLASSIFIED)

Excellent, thanks [REDACTED] Would it be possible to send me a copy of the draft APGR? [REDACTED]

-----Original Message-----

From: [REDACTED] J CIV USA  
Sent: Wednesday, January 14, 2009 12:58 PM  
To: [REDACTED] Ms CIV USA  
Cc: [REDACTED] D Mr CIV USA  
Subject: RE: haz duty pay again (UNCLASSIFIED)

Rose, in reference to:

2a [REDACTED] provided training to all the specialists.

2b Training was conducted for ECBC, the 20th and 22nd. ATC set up a board with CPAC representatives advising on the composition plus advising on decisions.

2c A letter was sent to all Commanders.

One thing not mentioned was the APGR. It has been rewritten and is at Legal for review.



-----Original Message-----

From: [REDACTED] D Mr CIV USA  
Sent: Friday, January 09, 2009 1:48 PM  
To: [REDACTED] Ms CIV USA  
Subject: haz duty pay again (UNCLASSIFIED)

[REDACTED] - [REDACTED] said you had sent this to her and she has incorporated it into her report on this HDP/EDP employee dispute.

=====

(2) Training initiatives. On April 2, 2008, [REDACTED] na, Human Resources Specialist, Productivity Enhancement Division, Civilian Enhancement Division, APG, provided an update on corrective taken by the APG CPAC to [REDACTED] Department of the Army, Office of the General Counsel. [ROI-II, Exhibit KK]. [REDACTED] stated that the APG CPAC has taken the following actions:

- (a) The CPAC has requested that the Processing Center provide Hazardous Duty Pay training to all staffing specialists involved with HDP.
- (b) The CPAC will provide training to managers on properly administering the program.
- (c) The CPAC has prepared a letter to all Commanders on the importance of proper oversight of the HDP program, this letter is currently being reviewed by the installation legal office.

Classification: UNCLASSIFIED  
Caveats: NONE



Ms OGC

From: [REDACTED] CIV USA  
Sent: Thursday, January 22, 2009 4:01 PM  
To: [REDACTED] CIV USA FORSCOM  
Cc: [REDACTED] Ms OGC; [REDACTED] J LTC MIL USA FORSCOM  
Subject: RE: HDP CPAC Dir Memo Atchmt 2 (2).doc (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

Sir, [REDACTED] sent the original e-mail a minute ago. She did not sign the original doc but, the e-mail has her date and electronic signature. If you want I can print it out, however, this was how it went out.

-----Original Message-----

From: [REDACTED] CIV USA FORSCOM  
Sent: Thursday, January 22, 2009 3:03 PM  
To: [REDACTED] CIV USA  
Cc: [REDACTED] Ms OGC; [REDACTED] Ms CIV USA FORSCOM; [REDACTED]  
J LTC MIL USA FORSCOM  
Subject: FW: HDP CPAC Dir Memo Atchmt 2 (2).doc (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

[REDACTED]

Greetings from the FORSCOM Office of the Staff Judge Advocate. [REDACTED] from the Army General Counsel's Office is putting together the final version of OSC Report on that whistleblower case you assisted us with a few months ago. She intends to use the attached memo as an exhibit and noticed that [REDACTED] did not physically sign the document. Is there a signed and dated version of the memo? If so, please scan a copy and email it to Ms. Johnson. Greatly appreciate your assistance. All the best.

[REDACTED]

Attorney-Advisor, Military Law Section  
Office of the Staff Judge Advocate  
Headquarters, US Army Forces Command

[REDACTED] DSN: [REDACTED]  
[REDACTED]@army.mil

SIPRNet: [REDACTED]

-----Original Message-----

From: [REDACTED] Ms OGC  
Sent: Thursday, January 22, 2009 12:44 PM  
To: [REDACTED] CIV USA FORSCOM  
Cc: [REDACTED] Ms CIV USA FORSCOM; [REDACTED] MIL USA FORSCOM  
Subject: RE: HDP CPAC Dir Memo Atchmt 2 (2).doc (UNCLASSIFIED)

This memo isn't "signed" or dated...

-----Original Message-----

II-1

[REDACTED] OGC

From: [REDACTED] CIV USA  
Sent: Thursday, January 22, 2009 3:56 PM  
To: [REDACTED] Ms OGC; [REDACTED] LTC MIL USA FORSCOM [REDACTED]  
[REDACTED] CIV USA FORSCOM  
Subject: FW: HDP (UNCLASSIFIED)  
Attachments: HDP memo.doc

Classification: UNCLASSIFIED  
Caveats: NONE

This was the initial email with the attachment as sent.

-----Original Message-----

From: [REDACTED] CIV USA SA  
Sent: Thursday, April 24, 2008 3:31 PM  
To: GARRISON DIRECTORS ([REDACTED]); Tenants - Commanders  
[REDACTED]; Tenants - Office Accts. ([REDACTED])  
Subject: HDP (UNCLASSIFIED)

Classification: UNCLASSIFIED

Caveats: NONE

Classification: UNCLASSIFIED

Caveats: NONE

Classification: UNCLASSIFIED  
Caveats: NONE

II-2

PECP-NER-G

MEMORANDUM FOR Commanders and Directors, Aberdeen Proving Ground

SUBJECT: Hazard Differential Pay

Hazard Differential Pay (HDP), also known as Hazardous Duty Pay, the payment of differentials for duty involving unusual physical hardship or hazard is implemented and authorized by 5 CFR 550.901 et seq. for GS employees and DOD 1400.25-M, SC 1930.25.2 et seq. for NSPS employees. The Aberdeen Proving Ground (APG) Regulation 690-28, Civilian Personnel – Hazardous Duty Pay for Class Act Employees, dated 30 Oct 2006, is the local governing regulation for HDP.

Recently, reviews of the HDP Program have been initiated by external agencies to determine if procedures and controls were in compliance with regulations and policies. Hazard Pay should only be authorized when all the requirements of applicable regulations and guidelines are fully met.

It is suggested that activities who pay HDP review their procedures to assure those HDP procedures and controls comply with regulations and current guidelines. Outdated operating procedures/responsibilities in governing regulations can lead to ineffective controls and mismanagement of the HDP Program. One recommended process is to convene a committee to review and approve requests for payment of HDP. The Civilian Personnel Advisory Center (CPAC) is willing to assist you in this effort. You may contact your servicing CPAC Specialist for further guidance.

//s//

DIANE SMITH  
Director, Civilian Personnel  
Advisory Center

[REDACTED] GC

From: Smith, Diane J CIV USA  
Sent: Thursday, January 22, 2009 3:23 PM  
To: [REDACTED] MIL USA FORSCOM  
Cc: [REDACTED] Ms OGC; [REDACTED] CIV USA FORSCOM  
Subject: RE: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)  
Attachments: hdp memo.doc

Classification: UNCLASSIFIED  
Caveats: NONE

This was sent to all tenant commanders and Garrison directors via email.

-----Original Message-----

From: [REDACTED] J LTC MIL USA FORSCOM  
Sent: Thursday, January 22, 2009 3:10 PM  
To: Smith, Diane J CIV USA  
Cc: [REDACTED] Ms OGC; [REDACTED] CIV USA FORSCOM  
Subject: FW: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)

Classification: UNCLASSIFIED  
Caveats: NONE

Ms. Smith, per our conversation today I request you respond to [REDACTED] e-mail below and provide her an electronic copy of the full signed and dated memo you sent out to the management folks on HDP, dated April 2008,

Thank you.

[REDACTED]  
\_TC, JA  
Command Judge Advocate  
20th Support Command (CBRNE)  
COML: [REDACTED]  
DSN: [REDACTED]

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-----Original Message-----

From: [REDACTED] Ms OGC  
Sent: Thursday, January 22, 2009 12:27 PM  
To: [REDACTED] LTC MIL USA FORSCOM; [REDACTED] CIV USA FORSCOM  
Subject: RE: CARA Investigation - Office of Special Counsel Report (UNCLASSIFIED)  
Importance: High

[REDACTED]  
I need a copy of the full memo that Diane Smith sent out to the management folks on HDP, dated April 2008, signed and dated.

Thanks.  
[REDACTED]

II-3