



DEPARTMENT OF THE ARMY
HEADQUARTERS, 233d BASE SUPPORT BATTALION (DARMSTADT)
UNIT 29500, BOX 0001
APO AE 09175-0001

**REPLY TO
ATTENTION OF**

AEUSG-DA-CO (385-10)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Establishment of the 233rd BSB Safety and Occupational Health Advisory Council / Arbeitssicherheitsausschuss (LN Safety Committee)

1. References:

- a. AR 385-10, The Army Safety Program, 29 February 2000.
- b. AE 385-29, Safety and Occupational Health for Local Nationals in Germany, 23 January 2003.
- c. Arbeitssicherheitsgesetz (AsiG) German Labor Safety Law.

2. In compliance with the above references, the 233rd BSB Safety Occupational and Health Advisory Council/Arbeitssicherheitsausschuss (LN Safety Committee) is herewith established.

3. Purpose: To discuss safety occupational and health matters concerning all US and local national employees (LN's) within the 233rd BSB area of responsibility, to include planning and corrective measurements of possible occupational safety and health hazards.

4. Members of the 233rd BSB Safety Occupational and Health Advisory Council/Arbeitssicherheitsausschuss (LN Safety Committee) are appointed as follows:

(1) BSB Commander	President
(2) BSB Executive Officer	Alternate
(3) BSB Command Sergeant Major	Member
(4) BSB S - 2/3	Member
(5) BSB Director Community Activities	Member
(6) BSB Director Public Works	Member
(7) BSB Director of Logistics	Member
(8) Provost Marshal	Member
(9) Commander, 233 rd BSB, HHD	Member

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(10) Manager, AST Babenhausen	Member
(11) Installation Coordinator, CFK	Member
(12) Installation Coordinator, KBK	Member
(13) Installation Coordinator, Babenhausen	Member
(14) Works Council Representative	Member
(15) Safety Manager, 233 rd BSB	Advisor/Recorder

Non-member participants:

- (16) 26th ASG Industrial Hygienist (CHPPME)
- (17) 26th ASG Occupational Health Nurse (CHPPME)
- (18) LN Safety Representatives (selected by works council)
- (19) Unit/Tenant Organization Representatives wishing to attend.

5. The council will meet on a quarterly basis or more often if needed. A translator must be provided to guarantee non-English speaking participants adequate communication possibilities.

6. An agenda and minutes of each council meeting will be prepared by the BSB Safety Manager, and distributed prior to each meeting. All council members will receive e-mail one week prior to the scheduled council meeting requesting that issues be forwarded to the BSB safety office for research and possible resolution prior to the meeting. Responsibility for resolving open safety issues will be assigned at the meeting to the appropriate office by the Council President. The BSB Safety Office will track the progress of open safety issues and will develop an abatement plan for all RAC 1 and 2 issues that can not be resolve within 30 days of the meeting. Copies of the minutes of the quarterly meeting will be forwarded to the Commander, 26th ASG, ATTN: Safety Manager.

7. The council will convene at the BSB Conference Room, 2nd floor, PB# 4027, Cambrai-Fritsch Kaserne. Date and time of the meeting is 14 July 2003 at 1100 hrs.

8. POC for this memorandum is the 233rd BSB Safety Manager at DSN 348-1670.

L. J. STRIFE
LTC, MI
Commanding

DISTRIBUTION:

Commander, 233rd BSB
Executive Officer, 233rd BSB

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Command Sergeant Major, 233rd BSB

233rd BSB S - 2/3

233rd BSB Director Community Activities

233rd BSB Director Public Works

233rd BSB Director of Logistics

Provost Marshal

Commander, 233rd BSB, HHD

Manager, AST Babenhausen

Installation Coordinator, CFK

Installation Coordinator, KBK

Installation Coordinator, Babenhausen

Works Council Chairman, 233rd BSB

Occupational Health Nurse, 26th ASG, (CHPPME)

Installation Coordinators (CFK, KBK, Babenhausen)

Industrial Hygienist, 26th ASG, (CHPPME)

Safety Representatives

233rd BSB Safety Office, File

Commander, 26th ASG, ATTN Safety Manager