

# Southern Division

# Leverages HSMS

## Sound Processes, Add-On Technologies and Good Communications Are Key to System Success

**S**outhern Division Naval Facilities Engineering Command (SOUTHDIV) has employed sound processes, incorporated special technologies and supported good communications to ensure that the Hazardous Substances Management System (HSMS) remains a user-friendly system for tracking hazardous materials.

Developed over six years ago by the Department of Defense (DoD) to manage the vast amount of information related to hazardous materials, HSMS is a database management program that tracks hazardous materials from “cradle to grave”. Supply

management systems such as Hazardous Inventory Control System (HICS) and Regional Hazardous Inventory Control System (RHICS) provide exceptional platforms for ordering and receiving materials. In addition to tracking these materials, HSMS provides a full scope of environmental management tools and unique features designed specifically for the support of environmental programs.

### Southern Division's Implementation of HSMS

Since the first installation of HSMS at a number of naval activities in the Southeast Region in the late 1990's, SOUTHDIV has worked hand in hand with customers, contractors, and the Navy HSMS Help Desk to make HSMS a user-friendly system. SOUTHDIV has integrated other products to enhance HSMS's capabilities. HSMS is used to reduce management costs for reporting and permitting as well as improve worker safety and health. HSMS projects begin with a customer contacting SOUTHDIV with general or specific requests that could involve any number of tasks. SOUTHDIV engineers develop scopes and schedules to meet the needs and desires of the customer and provide technical, contractual, and onsite assis-



Kurt Hebert demonstrates his intranet HSMS site at Naval Weapon Station Charleston. This site allows users to view AULs, available materials and HSMS user instructions.

tance during implementation of the program, which has proven to be essential to its successful operation.

SOUTHDIV has used the Symbol PDT-7200 barcode reader in concert with HSMS at Naval Air Station Kingsville, Texas. This portable hand held unit allows material and waste transactions to be captured anywhere on the installation and uploaded to a computer at a later time. The HSMS data taken from the barcode reader is captured by a combination of remote scanning of the barcode and the manual entry (via a touch screen) of additional data elements. A script is run in the HSMS program, which automatically imports the scanner information and distributes the data to the appropriate fields and records. No additional processing of the field data is required. The ease with which data can be transferred into HSMS helps to



Barcoded material awaits distribution to work centers. With HSMS, this material can be tracked “cradle to grave.”





A Zebra Bar Code Printer, compatible with HSMS, is used to assign barcodes to hazardous materials.



ENC (SW) Blinson and BU 2 Parker get cost avoidance material as Mary Ann Erese applies an HSMS bar code at Naval Weapon Station Charleston. HSMS allows returned material to be re-barcoded and reissued. This helps the base to stay "CHRIMPed."



Empty hazardous material containers about to be recycled. With HSMS barcodes, these containers can be classified as "used" and taken out of the system for very accurate material tracking. This process is made even easier with a portable barcode scanner.

ensure that empty material containers are removed from the system as quickly as possible. This practice has significant pollution prevention benefits, and can refine the level of data available in HSMS for meeting environmental program needs. (The exact quantity of a hazardous material used in a process can be determined rather than assuming that the entire amount sent to a process was used.)

An integrated web based ordering system that works in conjunction with HSMS has been installed at Naval Air Station New Orleans. The system is a customer driven application which enables customers at work center levels to log onto a base intranet web site and view and order materials from their Authorized Use List (AUL). The intranet web site shows the customer inventory available at the base through a real time link to HSMS. The application sends an email with the order information to the hazardous materials (HM) center. After processing, the HM center alerts the customer when the order request is available for pick up.

### Innovative Uses of HSMS

Naval Weapon Station Charleston has a very useful HSMS link on their intranet site. This link allows access to Crystal reports, which provide shop AULs, the master AULs, outstanding material reports and available re-use materials from the Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP) center. For users of the HSMS system, the intranet site provides menus with instructions detailing transactions in HSMS. There is also a function that allows the

HSMS coordinator to answer HSMS related questions. This website allows users of the system to have base-wide access to the information in HSMS without having to hold individual software licenses.

An HSMS Safety module allows AULs to be maintained in real time in a database. Naval Air Station Meridian and Naval Weapon Station Charleston have had great successes with their Safety modules. To request a new hazardous material at a work center, a new item request sheet is completed and a Material Safety Data Sheet (MSDS) is attached. The forms are then faxed to the HM center. HM center personnel input the appropriate material into HSMS, which automatically sends the information to Environmental and Safety electronically. Personnel from the base's safety office then review the material, how it will be used, and decide whether or not to grant approval to use the material. Personnel from the environmental office review the material and assign the appropriate process codes. At this point, the material will be added to the particular work centers AUL and approval will be given for the purchase of the item. The AUL, kept in HSMS, will be updated in real time, a major advantage over "static" AULs kept in spreadsheets or databases not connected with HSMS. With the AUL linked directly to the issuing point, all

people who need access have it and the AUL is kept up to date.

### Successful Implementation of HSMS

Successful implementation of HSMS relies on good communication. Experience has clearly demonstrated that without good communication, HSMS implementation at the base level will fail. Highly successful bases utilize an HSMS working group to talk about and resolve interdepartmental issues as well as to coordinate better use of the program. SOUTHDIV has been a great proponent of the implementation of HSMS as an environmental tool and has supported customers who use it to track material and waste. SOUTHDIV is still focusing on delineating benefits of the full use of HSMS and identifying potential uses beyond traditional material and waste management. ⚓

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