

U.S. Department of Homeland Security
Albany International Airport
Albany, NY 12211



Transportation
Security
Administration

Interoffice Memorandum

To: (b)(6)
Stewart International Airport (SWF)

From: Brian Johansson, FSD
Albany International Airport

Date: January 31, 2013

Re: Collateral Duty Safety and Health Officer (CDSO) Appointment

Effective February 1, 2013 S.T.S.M. (b)(6) is appointed as the CDSO for the Stewart International Airport (SWF), New Windsor, New York

Authority: TSA Management Directive 2400.2, Occupational Safety and Health Programs – Organization; and TSA Safety Bulletin OSHE-B04-003, Appointment of Collateral Duty Safety and Health Officers dated May 25, 2004.

Purpose: To serve as the Collateral Duty Safety and Health Officer (CDSO) for the Adirondack Regional Airport (SLK) in accordance with the above authorities.

Period: You are appointed to serve in this position for a minimum of two years from the effective date.

Special Instructions: You are required to complete the following OLC courses related to the CDSO position: OSHA Collateral Duty Safety Officers Course for Other Federal Agencies (OSHA 6000) TSA-GEN-OSHA-SAFETYOFRCR-0001; Recording Work-Related Injuries & Illnesses TSA-RECORD-WORKILL-0001; TSA Form 2401, Mishap/Incident/Unsafe or Unhealthful Working Conditions Investigation TSA-GEN-WORKHAZINVEST-0001; Collateral Duty Safety Officers' Applied Course for TSA Operations, and the TSA Online Learning Center course titled Supervisors and Managers Overview of the Occupational Safety & Health Program at TSA (COURSE SCR-SUPV-OSHE-OVERVU-0001) within 30 days of appointment. Notice of successful completion shall be sent to the attention of Mr. Klusacek, Safety Program Coordinator at Albany International Airport.

Per established TSA Policy you will be scheduled for the instructor led instructor-led OSHA 6000 course titled OSHA Training for Collateral Duty Safety Officers (CLASS TSA-GEN-OSHA-SAFETYOFRCR-0001) within six months of your appointment as CDSO.

Please contact me for any assistance that you require.

/s/ Brian Johansson, FSD