

**Corrective Action Plan
For
Laser Safety Program Assessment of the TJNAF
CATS Entry Number IA-2008-48**

FINDING ID #	Observation	Corrective Action	Person Responsible	Expected Completion Date
FIND-P2-001	Laser user training records are not being maintained in a manner that permits the LSO to execute their responsibility of assuring safety education and training requirements are met for laser area personnel, on accordance with ANSI Standard Z136.1-2000, 1.3.2.9.	<ol style="list-style-type: none"> 1. Revise the ES&H Manual Chapter 4200 to require all ESH&Q training to be entered into the central training database. (IA-2008-48-02) 2. Communicate requirements to ESH&Q training authors. (IA-2008-48-03) 3. Conduct assessment of ESH&Q training records. (IA-2008-48-04) 	<p>B. Ullman</p> <p>B. Ullman</p> <p>B. Doane</p>	<p>9/30/08</p> <p>10/15/08</p> <p>6/30/10</p>
FIND-P3 -001	The Jefferson Laboratory Laser Safety Officer appointment, documentation and certification process should be improved to demonstrate formality and rigor commensurate with the position.	Define the appointment process in Manual Chapter 6410. (IA-2008-48-05)	Bob May	6/30/09
FIND-P3-002	ES&H Manual Chapter 6410 and its Appendices should be reviewed, revised and updated to reflect current practices and requirements.	Revise Manual Chapter 6410. (IA-2008-48-06)	Bob May	6/30/09

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FIND-P3-003	Jefferson Laboratory should review and revise the Experimental Safety Approval Form to ensure system hazards are addressed.	Review the Experimental Safety Approval Form to ensure system hazards are addressed. If revision is required, revise document accordingly and enter a new CATS action stating the need for revision. (IA-2008-48-07)	B. Manzlak	3/30/09
FIND-P3-004	Jefferson Laboratory should ensure that every request for a corrective action plan from the DOE Site Office is entered into its tracking system, and corrective action plans should be developed with more detailed information in order to facilitate a better understanding of closure of action items.	Done. Systems and processes have been improved since the event referenced.	B. Doane	Complete
FIND-P3-005	ANSI Standard Z136.1-1993 is the referenced standard for medical surveillance on the Laboratory's web site and should be updated to reflect the 2000 standard.	Update the web site with the ANSI Z136.1-2000 citation. (IA-2008-48-08)	Dr. Chandler	3/30/09
FIND-P3-006	Jefferson Laboratory should establish a quality assurance program governing computer software configuration control, and ensure implementing procedures on a safety dependent software system, such as the FEL PLC's, are compliant.	1) This procedure is scheduled for completion in FY '09. 2) Perform focused personal safety assessment in FEL during FY '09.	B. Lenzer B. Lenzer	FY '09 FY '09

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