



EH&S Reporting Activities for November 2004

➤ Key Activities

- As of November 30th, Jefferson Lab had achieved **120** consecutive days without a lost-time injury. The Lab record is **455** consecutive days without a lost-time injury. There have been **104** days without a DOE reportable injury.
- Carter Ficklen represented Jefferson Lab at the November 2 and 3 DOE workshops on injury reporting, and the new DOE electronic injury database. The workshops were sponsored by the DOE Office of Environment, Safety & Health, and held at the Nevada Site Office in North Las Vegas.
- Significant progress was made in November on two major EMS milestones - the EMS awareness training program identification, and programs to achieve the EMS targets identified in September.

➤ Other Activities

Occurrence Reporting

- A November 17th chiller water release of ~750 gallons was screened for DOE occurrence reporting (ORPS) and was determined to be not reportable to the DOE or external environmental regulatory agencies. The chiller water (a mixture of water and 25% propylene glycol, an environmentally friendly anti-freeze) release resulted when a PVC pipe failed in the Injector Service Building vicinity. Accelerator Division industrial hygienists and Facilities Management staff provided appropriate follow-up.
- DOE Site Office staff conducted a November 9th Lab corrective actions associated with the May 2004 Vertical Test Area interlock modification discovery. The event was reported to the ORPS and the DOE Noncompliance Tracking System (the electronic database for Price-Anderson rulemaking reports). The DOE Site Office has recommended report closure to the DOE headquarters Office of Inspection and Enforcement.
- Historical information on the former NASA-Langley Research Center Space Radiation Effects Lab (a 600 MeV cyclotron that operated in the Test Lab from 1964 to 1978) was provided at the request of Argonne National Lab (ANL) staff. ANL is compiling historical information on former accelerator facilities.
- An Office of Science (SC) supplied Consumer Product Safety Commission alert on Schneider arc fault electrical interrupters, which was provided to Facilities Management Dept. (FMD) for review. FMD staff determined that these electrical devices are not used at Jefferson Lab.
- A November 19th SC laser safety video conference was attended by a broad number of DOE, Lab EH&S, and laser user staff. Recent significant laser eye injuries at several SC labs were discussed in detail.

- A McMaster-Carr liquid relief valve product safety alert was provided to appropriate Institute for SRF staff. The alert dealt with the subject valves' maximum temperature being actually 180°F. less than previously stated by McMaster-Carr literature.
- EH&S Reporting submitted an Internal Lessons Learned memorandum in November to the Lab lessons learned webpage. Lab noteworthy practices were included in addition to summaries of several operational events that did not rise to external reporting levels but indicated the need for improved work planning.

➤ **Work Smart Standards (WSS) Set**

- EH&S Reporting continued working with the Policy and Manuals staff to incorporate a review of WSS Set items along with EH&S Manual updates.
- Proposed changes to EH&S Manual Chapter 2420 are being processed.

➤ **National Environmental Policy Act (NEPA)**

- The start of preparation of the CEBAF and FEL Upgrade Environmental Assessment (EA) is awaiting notice from DOE.
- EH&S Reporting is working with other Lab staff to address other NEPA items, including actions related to the new retention pond planned to be constructed in early 2005.

➤ **Storm Water Permit Items**

- Construction Activity under Permit VAR 103277
 - The Permit and Working Draft of the Storm Water Pollution Prevention Plan (SWP3) are accessible on the jlab.org/ehs web page.
- Best Management Practices under Permit VAR 040079
 - EH&S Manual Chapter 6733 is being revised to document a site Storm Water Management Program, which will address permit and regulatory requirements.
 - Advance notice about reporting progress on our Best Management Practices and measurable goals was provided to involved staff.

EH&S Policies & Manual Group Highlights

November 2004

➤ **Policies & Manual Group Initiatives**

- ✓ Provided a list of active documents in review and their correct Level to MIS who then made the corrections for us to each record in the PMG module. Further module assessment is needed before the module will be fully functional. Design mods will be long term as MIS does not have resources to dedicate to this task at the present time.
- ✓ Noted some issues of continuity in Table 1 of Appendix 2200-R1. In an effort to reduce the appendix and also ensure consistency, Christina went through the entire EH&S Manual to ensure that all of the applicable “Responsibilities” titles are consistent with those in Table 1. Christina also identified key positions/titles that are not included in Table 1 that perhaps should be. The author is assessing Christina’s changes/suggestions.
- ✓ Due to her retirement, we received request from Barbara Morgan to re-route Level 3 drafts of EH&S Manual document revisions to Steve Neilson.

➤ **EH&S Manual Updates**

- ✓ Chapter 2420 update completed. Director’s Council review not needed.
- ✓ Chapter 3310, *Standard Operating Procedures and Operational Procedures* – Level 3B completed.
- ✓ Chapter 6170, *Motor Vehicles* was updated to include new bicycle helmet policy. Received author’s approval to finalize chapter.
- ✓ Chapter 6220, *AC Electrical Power Distribution Safety* – Christina met w/ John Musson on the summary for Director’s Council. In agreement with John, Christina developed a first draft summary for John. John agreed to add needed details to the summary. We are awaiting feedback from John. Copy of Christina’s draft is at: <http://docushare.jlab.org/Get/File-9057/6220Summary.doc>
- ✓ Chapter 6240, *Electrical Equipment Construction* – chapter update completed and uploaded to pdf and html versions on December 15, 2004.
- ✓ Chapter 6420, *Radiofrequency and Microwave Radiation*, was approved by the Director’s Council and uploaded to the pdf version on December 13, 2004.
- ✓ Chapter 6440, *Static Magnetic Fields*, Comparison document returned to author for accuracy check and next step in the review process.
- ✓ 6620, *Personal Protective Equipment*, sent to Director’s Council on December 10, 2004 for approval by Thursday, December 23rd.
- ✓ Chapter 6630, *Respiratory Protection*, distributed for Level 3 review.

EH&S Policies & Manual Group Highlights November 2004

- ✓ Chapter 6750 *Environmentally Harmful Materials* – Changes returned to author; awaiting author's accuracy check before distributing for comment.
- ✓ Chapter 6760, returned to author for accuracy check prior to distributing it for review and comment.
- ✓ Chapter 6810, *Medical Emergencies*, review completed. Very few changes. Chapter revision will be uploaded without Director's Council review/approval step.
- **Director's Council Packages [Level 4 Review]**
 - ✓ Director's Council package containing Chapters 5200 *Incident Investigation* and 6420 *RF and Microwave Radiation*, and the Peer Review changes to the *RadCon Supplement* approval on 12/6/04. Documents uploaded in pdf format on December 10, 2004. EHSLOG posted.
 - ✓ Chapter 6152 and 6620 sent to Director's Council for review/approval by December 23, 2004. Note: Approvals not received until Jan 05.
- **EH&S Manual Revision Status – Color Coded Table**
 - ✓ The color coded table of EH&S Manual chapters and appendices (dated January 13, 2005) can be viewed at:
http://docushare.jlab.org/Get/File-8112/Color_coded_table-4-29-04.xls.
Next update will be in April 2005.