

1.0 PURPOSE

The Jefferson Lab Welding Technical Committee (WC) serves as a resource to identify and resolve design/engineering issues and related technical and safety issues associated with welding and brazing at Jefferson Lab. Personnel safety issues related to the act of welding or brazing are not included. The committee also monitors and updates Jefferson Lab's Welding Program and the associated documentation.

2.0 MEMBERSHIP

Committee members represent all divisions who perform welding or have contract welding done at/for Jefferson Lab. The Engineering Division Manager in concert with the Pressure Systems Committee and other members of lab management nominate representatives to the Laboratory Director, through the Associate Director - ESH&Q, who authorizes membership.

Membership will have the following representation with at least one member also being a member of the Pressure Systems Committee:

- Accelerator Division - SRF Department and Linac Coherent Light Source II
- Engineering Division - Cryogenics Engineer
- ESH&Q Division - QA/CI Manager
- ESH&Q Division - QA/CI Inspector
- Facilities Management and Logistics Division- Facilities Management Engineer
- Physics Division- End Station Engineer

Management Sponsorship:

- Associate Director ESH&Q
- Engineering Division Manager

Members will have the following minimum qualifications:

- Mechanical or Pressure Systems engineering/design, welding inspection/examination, welding safety, or welding research and development functions within their job duties.
- Possess knowledge of welding/brazing and welding/brazing processes through education and experience.
- Commitment to the broad welding/brazing technical and safety concerns of the laboratory and its employees.

The Committee chairperson will rotate each year throughout the committee and will be chosen by simple majority vote by committee members. Administrative support will be

provided by the Engineering Division as needed.

Committee membership is nominally three years but longer terms are permitted as long as the individual is willing.

The Committee is empowered to enlist expertise elsewhere in the lab as they see fit. Invited Advisors can participate in discussions and activities, but these individuals do not have voting authority.

3.0 RESPONSIBILITIES

3.1. Chairperson

- Represents the Welding Technical Committee at the Director's Safety Council's request
- Shall arbitrate technical issues dealing with any revisions to the Welding Brazing Supplement and its application at Jefferson Lab if these cannot be decided by a majority vote among members present at the meeting.
- Schedules regular and emergency meetings.
- Determines whether an issue requires convening the WC for consultation.

3.2. ESH&Q - QA/CI Manager

- Schedules regular revisions of the Jefferson Lab's Welding Program as dictated by Lab policies
- Ensures that regular meeting minutes are published to the ESH&Q website

4.0 OPERATIONAL GUIDELINES

4.1. AUTHORITY

The Laboratory Director authorizes the Committee to perform the responsibilities outlined within this charter. The Committee reports to the Associate Director – ESH&Q and the Engineering Division Manager.

4.2. VOTING

Each committee member has one vote. A simple majority of acting members dictates a decision.

4.3. MEETING

Minimally, the Committee convenes annually. The Chairperson may schedule additional meetings as required. A qualifying meeting of the Committee includes:

- Minimum attendance of a simple majority of acting members.
- Agenda Topics:
 - National Welding/Brazing Code clarifications
 - Equivalency requests or deviations from the Welding and Brazing Supplement
 - Progress made and areas needing improvement.
 - Regular or emergency technical/safety issues
 - Welding and Brazing Supplement - requests for modifications.
- Recorded Meeting Minutes. These are made available to the committee members, the Associate Director - ESH&Q, Engineering Division Manager, invitees and any others as deemed appropriate.

4.4. CHARTER

This charter will be reviewed annually for modification by the committee chair, the Pressure Systems Committee Chair and the AD for ESH&Q or their representatives.

5.0 APPROVAL

Approved By:



Stuart Henderson, Director

9/9/2019

Date

