

**ESH Working Group
Executive Meeting Minutes
Washington, D.C. (Forrestal, Rm. 6A-110)
Monday, March 21, 2011**

Roll Call / Attendees

Sign-Ins: See attached list

Call-Ins:

Jamie Stalker
Jackie McAlhaney
Bob Roulston

Welcome

ESHWG Chair Tony Umek opened the session by recognizing the accomplishments of the ESH Subcommittees, and reminded the Subcommittee Chairs to post their meetings, lessons learned, and other key information on the website. The contacts for postings are as follows:

Barbara Pierre bpierre@cox.net

Ed Yatsko eyatsko@efcog.org or eyatsko1@comcast.net

Tony concluded with roundtable introductions of all attendees, followed by an introduction of the Safety Topic.

Safety Topic

Richard Debusk addressed the lessons learned from Berkeley Laser Operations Arc Incident, where an electrician accessed a restricted area without proper authorization or training. Proper authorization and training must be enforced to help prevent these incidents.

Dina Siegel also shared a safety topic: While performing D&D work on an old, non operational system, a steam plant worker removed a half-inch stainless steel pipe that he thought was empty. The pipe contained sodium hydroxide with a pH of 14. The solution had spilled into his face and neck area. He immediately started to wash his eyes but still received third-degree burns on his neck area. Precaution should be taken to ensure that all piping systems be treated as containing liquid until the lines are breached and verified to be empty.

Lessons Learned

The ESH Workgroup's goal was to post two best practices this year, and we have exceeded our goal. Examples follow.

- [Best Practice #88](#) - Radiation Protection Technology Training Fast-Track - 02/26/11
- [Best Practice #89](#) - Emergency Preparedness Contributes to Correct Radiological and Medical Response Actions - 02/26/11
- [Best Practice #90](#) - Addressing Short-Term Increased Training Demand – Recovery Act Training Challenges and Success at the Hanford Site - 02/26/11
- [Best Practice #91](#) - Successful Strategies for Integrating ISMS into the On-Boarding Process - 02/26/11

**ESH Working Group
Executive Meeting Minutes
Washington, D.C. (Forrestal, Rm. 6A-110)
Monday, March 21, 2011**

Fall Meeting

The EFCOG Fall Meeting will be held at Y-12 during October 17-20. Subgroup Chairs are asked to complete the attached meeting requirements form and return them with best guest estimates no later than **April 27**, along with a first draft of your draft meeting agenda. Notification will be posted on the EFCOG website by April 1.

Awards and Recognition

The Publications Team was recognized for papers published and references to those works. "Variations in Reproductive Toxicant Identification," for example, is one of the 10 most downloaded articles for the *Journal of Chemical Health and Safety* as of August 2010. The Publication Team has had at least one article to appear in the top 10 most downloaded list for the *Journal of Chemical Health and Safety* in every quarter since January of 2008. Recently, CSLM was notified that some of their work is being referenced by and incorporated into national standards (e.g. NFPA).

DOE/NNSA Customer Feedback

Although there is no budget at this time for EISM development, be creative and pilot EISM at your site to the extent possible. We have excellent forums to share findings and lessons learned, e.g., the 2011 ISM Workshop, which will be held September 12-15 at the Three Rivers Convention Center in Kennewick, Washington.

Workshop track topics include:

- Safety Culture
- Leadership Commitment and Involvement
- Employee Engagement and Involvement
- Feedback and Improvement
- Work Planning and Control
- Environmental Sustainability
- Health and Wellness
- Contractor Assurance System
- Quality Assurance
- Managing Risk to Achieve Excellence in the Conduct of Research

A detailed description of the scope of each Track is given at www.ism2011.com.

Also, see the attached call for papers and flyer.

Share this information with your sites.

Subgroup Summaries

Chemical Safety & Lifecycle Management (Harris)

Approximately 240 people (~110 in attendance at the Forrestal building) have registered for this year's Chemical Safety and Lifecycle Management Workshop, featuring an excellent and diverse panel of speakers from industry, government, contractors and consulting firms. The theme "Keeping Chemicals Safe and Secure" this year is complementary to past Workshop topics encompassing chemical safety and lifecycle management topics related to emergency management, worker health and safety, and environmental management. The CSLM Publications Team was recently notified of the likely publication

**ESH Working Group
Executive Meeting Minutes
Washington, D.C. (Forrestal, Rm. 6A-110)
Monday, March 21, 2011**

(with changes) of their most recent submission to a peer reviewed journal, *Journal of Chemical Health and Safety*; the paper is entitled "Use of Chemical Inventory Accuracy Measurements as a Leading Indicator." Some of the CSLM publications content is now being incorporated into national standards (e.g. NFPA). Future CSLM projects will include the review and update of the *DOE Handbook Chemical Management* Volume 3, originally published in 2006.

Electrical Safety (McAlhane)

The Electrical Safety Subgroup (18 members) met on January 24 for a full day in Toronto in conjunction with the IEEE Electrical Safety Workshop to discuss and plan for 2011 objectives. Best practices were identified and will be published as follows: 1) Lockout Tagout Permitting Process for Subcontractors and 2) Electrical Assessment Criteria. Four task teams are continuing to work on electrical improvement initiatives. The DC Working Group Team submitted several proposals for the 2010 NFPA 70E, and many were accepted by the Technical Committee. The Hazardous Energy Team is developing a program to be used within the Complex for an electrical awareness campaign in May for Electrical Safety Month. The Subsurface Investigation Team is planning a workshop in Denver in July or August to discuss best practices and demonstrate subsurface technology. The Lightning Safety Team is developing guidelines for maintenance of lightning protection systems.

Additionally, a pending ORPS revision will be addressed, which will include an electrical hazardous energy criteria and will reference the electrical severity measurement tool that was developed by the Subgroup. The ORPS revision should be routed in REVCOM in April. Y-12 (Oak Ridge) is planning to sponsor the ESHWG Fall Meeting and Electrical Safety Workshop in October. The Electrical Safety Workshop will consist of two days of presentations and two days of working group meetings. An NFPA 70E certification training is also being considered for this workshop.

Environmental (Folse)

The Environmental Subgroup will meet with DOE-HQ and other personnel during the two separate breakout sessions. During that time, we will review the process used to provide a rapid response to a request from support from HS-20, regarding language for new Order 436.1; review two Best Practice proposals for inclusion in the website library, and discuss changes underway for compliance with NEPA. The Subgroup intends to continue to conduct monthly phone calls so that issues of common interest can be raised and worked. At this time, it will participate in the next ESHWG Meeting, scheduled for Y-12 (Oak Ridge) later this year.

Industrial Hygiene/Industrial Safety (Debusk and Matz-Siegel)

An update of the DOE Workbook on Conducting Accident Investigations is underway, along with the plan to transition the document to a DOE Technical Standard in FY11. Other goals of the project include forming a community of interest to advocate for a learning organizational approach to accident investigations and operational safety reviews, and developing training that can be used by DOE and Contractors. The team consists of 7 members and 3 advisors.

Also in progress is the development of a Leading Indicator Tool for Industrial Hygiene and Safety. A definition appropriate for industrial hygiene and safety was crafted. A template to create indicators, i.e., "what constitutes a good indicator" was provided and discussed, and team members provided numerous examples of industrial hygiene metrics. These examples, as well as a process based on data gathering and analysis, will be provided in a guidance manual, due to be drafted by fall 2011. One of our DOE team members also provided excellent web training on a statistical database tool. The team consists of 13 members.

Suggestions moving forward: 1) synergize with other EFCOG subgroups, such as CSLM, Radiation Protection, Environmental, and Occupational Medicine in terms of leading indicators, and 2) work with CSLM and Environmental on the subjects of chemical substitution, and Global Harmonization System (GHS).

**ESH Working Group
Executive Meeting Minutes
Washington, D.C. (Forrestal, Rm. 6A-110)
Monday, March 21, 2011**

Laser Safety (Casson)

The Laser Safety Subgroup had two phone conference meetings in November 2010 and February 2011. Two members attended the Fall EFCOG meeting. Six members convened at the International Laser Safety Conference in March 2011 to discuss the upcoming DOE-sponsored LSO Workshop and to work on drafting a Charter for the Subgroup. The next quarterly phone conference will be in June and our Annual Meeting will be in August as part of the LSO Workshop being hosted by MIT. Surveys on standard operating procedures, safety for laser pointers, and laser safety in construction were sent to all members with the results tabulated and sent to all members.

Occupational Medicine (Stalker)

The Occupational Medicine Subgroup will be continuing its practice of using the Spring Meeting to visit different DOE sites, this year at NREL on April 11-13. The agenda includes practical topics on the management of radiation injuries, the hazards of field work during the gulf oil spill, and the utility of CT chest scans in medical surveillance. Addressing human reliability methods to monitor for progressive cognitive decline will be discussed and benchmarked across the Complex. There will also be a demonstration of swift water rescue techniques and a discussion of water-related injuries.

Radiological Protection (Ledoux)

The Radiological Protection Subgroup held its semi-annual meeting during the week of March 21, 2011 at the Forrestal Building, Washington, D.C., with an attendance of 33 people. There is an excellent working relationship with our DOE counterparts with respect to upcoming Order/Program revisions, such as (1) DOE Notice 234.1, Sealed Sources, (2) revisions to ORPS reporting criteria, (3) DOE Order 225.1B Accident Investigation, and (4) DOE Order 458.1, Radiation Protection of the Public and the Environment. We have two active working groups supporting separate initiatives within the RP Subgroups: the Neutron Working Group and a Working Group supporting the revisions to DOE Order 225.1B, Accident Investigation. Two continuing projects within the RP Subgroup are the ongoing pipeline initiatives for backfilling radiation protection technicians and other radiation protection professionals at DOE projects and benchmarking, which provides radiation protection professionals at all the major DOE sites with contacts for acquiring complex-wide information on processes/philosophies/procedures. There is additional added value in discussing lesson learned and continuing work on lead indicators.

Summary

The ESH Working Group Executive Meeting adjourned with a heads up to look for the Annual Report Call, which will ask for your accomplishments, best practices, meetings/events, etc. Also, please consider using Survey Monkey to measure the success and continuous improvement of your meetings.

EPCOG ESH WG MEETING ¹¹⁰
 MARCH 21, 2011 - FORESTAL GA-110.

ATTENDEES

NAME	POSITION	EMAIL	CELL / PHONE
Tony Umek	Chair, ESH WG	anthony.umek@floridacemv	Cell 509 438 6700
Jeff Hieb	Secretary, CSLM	Jeffery_M_Hieb@rl.gov	509-430-3234
Steve Harris	CSLM Chair	harris12@llnl.gov	(925) 813-0561
Mark Brynildson	CSLM Vice Chair	mebryni@sandia.gov	(925) 337-2691
Pat Padezanin	ESH vice chair	patricia.padezanin@srs.gov	(803) 952-8300
DAN MARSICK	DOE	dan.marsick@hq.doe.gov	903
Jim Morgan	Sec. Efcog ESH	james.morgan@srs.gov	557-4118
Dan Field	NNSA ESH	danny.field@nnsa.doe.gov	
Mike Adair	HSS/CMO	michael.adair@hq.doe.gov	
Richard DeBusk	Chair, IH/IS	redebusk@llnl.gov	(510) 592-1832
Dina Siegel	Vice Chair, IH/IS	dinas@lanl.gov	(505) 665-2977
Frank Puzos	DOE/NNSA	frank.puzos@nnsa.doe.gov	202-541-2325
Pat Worthington	DOE/HSS	pat.worthington@hq.doe.gov	202-541-9369
Stephen Wallace	DOE/NNSA ESH	Stephen.wallace@nnsa.doe.gov	202-287-6113
Ted Giltz	VIC RP	Theodore-p-ted-giltz@rl.gov	509-373-2134
Mark Ledoux	Chair, RP	mledoux@energysolutions.com	801-201-6746
Renee Stewart	ESH Psm. Liaison	renee.stewart@srs.gov	803-952-8480
BILL McARTHUR	HSS	bill.mcArthur@HQ.doe.gov	



SAVE THE DATE

DOE Integrated
Safety Management

Champions Workshop 2011

September 12-15, 2011

Three Rivers
Convention Center
Kennewick, Washington

SAFETY

enhancing
worker
situational
awareness

360°



ism2011@rl.gov

www.ism2011.com

Call for Papers

DOE Integrated Safety Management Champions Workshop 2011

The United States Department of Energy invites prospective authors interested in presenting technical papers at the 2011 ISM Champions Workshop to submit abstracts for consideration. Papers selected will be presented at the Workshop in Kennewick, WA, 12-15 September 2011.

Deadlines: No exceptions

Submission of Abstracts: 16 May 2011

A submitted abstract is a commitment to present; cancellations should be avoided.

Author Notification of Acceptance: 10 June 2011

Accepted Presentation Submission: 18 July 2011

Format:

All abstracts will be printed directly from the online submission form. The online submission form is located at www.ism2011.com.

1. **Title:** Submit the title in upper and lower case, capitalizing each word. Acronyms should not be used.
2. **Authors:** Use initials for the authors' first and middle names. Indicate the presenting author.
3. **Affiliations:** Authors' affiliations should be placed at the end of the abstract text in upper and lower case. **Do not include department name or full address.** Use asterisks with authors' names above as indicators of authors' affiliations.

Applicable Track:

The Track for which the author(s) want the abstract to be evaluated must be stated on the electronic submission form.

Presenting Author Address:

Include the complete mailing address. It is essential that the email address is accurate because information or questions regarding abstracts and presentations will be sent via email.

Content:

An abstract summarizes the major aspects of the entire paper in the following prescribed sequence:

- **Purpose** – questions you investigated
- **Methods** – basic methodology used, indicating key techniques used
- **Results** – results which answer the questions being asked
- **Conclusions** – implications of the answers your results yielded

The Abstract SHOULD NOT contain:

- Lengthy background information
- References to other literature
- Incomplete sentences
- Abbreviations or terms that may be confusing to readers



Call for Papers

DOE Integrated Safety Management
Champions Workshop

Guidelines for Abstracts:

The Track Leads' decision to accept or reject an abstract will be based upon inclusion of the following items:

- **Purpose and title of the work:** Is the purpose clearly stated and are the issues current? Is the title descriptive of the abstract?
- **Discussion/review:** Is the discussion/review and/or analytical method clearly presented?
- **Application or relevance to ISM:** Does the work clearly describe the direct correlation of the subject with a specific ISM tenet or guiding principle?
- **Conclusions:** Are the conclusions based on an appropriate quality and quantity of data or experience?

Length:

1. Use at least 450 words.
2. Use no more than 900 words/5000 characters.
3. Limit title to ten words; limit listing of authors to three or fewer if possible.
4. Exclude references from word count.

2011 ISM Workshop Track Topics:

1. Safety Culture
2. Leadership Commitment and Involvement
3. Employee Engagement and Involvement
4. Feedback and Improvement
5. Work Planning and Control
6. Environmental Sustainability
7. Health and Wellness
8. Contractor Assurance System
9. Quality Assurance
10. Managing Risk to Achieve Excellence in the Conduct of Research

A detailed description of the scope of each Track is given at www.ism2011.com.

Contact Information:

Workshop Chair

Steve Bump,
sbump@moellerinc.com

Technical Program Chair

David Waite,
david.waite@moellerinc.com

