Purpose: Summary evaluation and report written by the line on ES&H performance and ISEMS implementation within each directorate. Each directorate is to measure its ES&H performance and the effectiveness of its ISEMS implementation by evaluating results of previously described walkthroughs and compliance assessments as well as other forms of assessment described in the ES&H Assurance System within the ISEMS Description. This assessment and report emphasizes the principles of line management responsibility and accountability for safe work practices, work authorizations, and feedback and improvement.

1) Directorate and Period Covered

2) Summary of Self-assessment Activities and Issues Identified
   a) Line Management Walkthroughs
   b) Line Management ES&H Workspace Compliance Assessments
   c) Line Management Work Procedure Assessments
   d) CATS¹
      i) Entries
      ii) Issues Open
      iii) Trending Issues – at a minimum, analyze the top three hazards identified during self-assessment activities.

3) Summary of Performance against ISEMS Measures
   a) Contract Performance Measures (how directorate affects these)
   b) Internal Goals and Metrics
   c) EMS Targets and Goals

4) Noteworthy Items

5) Summary Judgment on Effectiveness of ISEMS Implementation, including
   a) Effectiveness of ISM/ES&H communications by the line as reflected in summaries of staff meetings
   b) Validation of JHAMs, position description, and SLAC Training Assessments – completeness and relevance
   c) Report on the number or % walkthroughs performed by line managers (participation rate).
   d) Report on % workspaces assessed. Possible baseline data sources are past building inspections, DOE walkthrough reports, etc.
   e) Report % work procedures assessed (% as it relates to the once every three year requirement for work procedure assessments).

6) Areas for Future Focus

¹ “CATS System”, https://www-internal.slac.stanford.edu/esh-db/slaccats/bin/start.asp