



SLAC Director's Office Memorandum

TO: DISTRIBUTION

FROM: JONATHAN DORFAN

SUBJECT: AFFIRMATION OF PERRY ANTHONY AS ELECTRICAL SAFETY OFFICER, UPDATED DUTIES

DATE:

I am pleased to announce that Perry Anthony will continue in the role of Electrical Safety Officer (ESO) at SLAC. In this role reports directly to me. In addition to appointment as ESO, I also designate Perry Anthony the Authority Having Jurisdiction (AHJ) for electrical related WSS compliance issues. In meeting the responsibilities of both these designations, Perry will seek the advice and counsel of the Electrical Safety Citizen Committee.

As we have better defined roles and responsibilities within our Integrated Safety and Environmental Management System, the revised duties of the ESO are as follows:

- Advise the Director of the Laboratory on electrical safety policy and requirements
- Approve work
 - 1) Review and approve work as described in the ES&H Manual Chapter 8, Electrical Safety. This includes the broad authority as AHJ to approve electrical installations.
 - 2) Ensure the Electrical Safety Citizen Committee reviews and approves work as described in the ES&H Manual, Chapter 8, Electrical Safety.
- Stop unsafe activities
 - 1) Immediately stop any activity on-site that presents an imminent electrical hazard to workers, the public, the environment or property. In such an action, the ESO can be overruled only by the SLAC Director.
 - 2) Stop any activity in which electrical safety program deficiencies do not present imminent hazards but where he believes continuation of the non-compliant activity would likely prompt a notification to DOE's Stanford Site Office or the Office of Science per ORPS reporting requirements.
- In cases of non-compliance that do not warrant a stop activity action, the ESO should consult with the responsible managers to evaluate the associated hazards and to discuss possible corrective actions to attain compliance. Where near-term corrective action is not feasible, other mitigation measures may be discussed and implemented.
- Ensure electrical safety deficiencies are recorded in the SLAC Corrective Action Tracking System.

ESO Duties (cont'd)

- Issue guidance and provide support on electrical safety implementation requirements.
- Recommend internal electrical safety policies and requirements at SLAC in response to relevant standards adopted through the Work Smart Standards (WSS) process. Proposed policies and requirements are submitted for review by both the ES&H Division Director and the Chief Operating Officer before submission to the Environment, Safety and Health Coordinating Council (ES&HCC) for approval.
- Serve as an *ex officio* member of the Electrical Safety Citizen Committee

The ESO plays a critical role in ensuring electrical safety and compliance with the electrical safety program at our Laboratory. This is a difficult task which sometimes requires the ESO to take unpopular positions so as to maintain a safe workplace. I have great confidence that Perry will continue to carry out his duties as ESO in a manner that facilitates the performance of the Laboratory's mission. Please join me in continuing to provide him your full support.

Distribution:

SLAC ES&H CC

Perry Anthony, ESO

Marge Widmeyer, Electrical Safety Citizen Committee Chair

Sayed Rokni, Acting ES&H Division Director

SSO Nancy Sanchez, Manager

Dave Osugi
