

ENGINEERING AND TECHNICAL SUPPORT DIRECTORATE QUARTERLY SAFETY STATUS REPORT

ES&H Coordinating Council

April 22, 2008

Program Highlights

- 1. Program Director or his division/department head will follow up on any reported incidents which occur within the Directorate and share corrective actions and lessons learned as appropriate.*

The Directorate has experienced one TRC case since 12/10/07.

Facilities: While changing a water filter on a boiler, water containing a dye was sprayed in employee's eyes. The incident is still under investigation.

The Directorate experienced 5 First Aid cases in the quarter.

MFD: Employee fell on sector 24 stairs and twisted knee. An investigation report has been drafted and will be submitted by January 31. The stairs are not currently available for inspection (inside locked down radiological area), and we have not yet received the design package – so an evaluation of the stair structure cannot be performed at this time – therefore, a root cause cannot be determined. When this information becomes available, the investigation report will be finalized.

MFD: The employee had bend down to place some paper towels on the floor, where it was suspected that rainwater from a leaking roof had migrated. As the employee stepped up and back, they hit their head on the corner bracket of a shelf, and received a minor cut to the head. EMTs responded, the employee was examined, and released back to work.

Facilities: An employee was guiding a gas delivery truck. The employee was walking backwards as he was guiding the backing truck. The employee stumbled over a piece of equipment.

Facilities: An employee was attempting to break down a panel made of wood framing and one-inch wire fence. Upon cutting the fence, the wire rolled back, punctured through gloves and punctured the skin of the employee.

MD: MD staff were working at the Sector 15 outfall. They were surveying the area for an estimate for the Facilities Department. The erosion in the area of the fence line has left the fence hanging in the air. One of the employees took some measurements along the fence with the laser from the West side of the outfall. The other was on the East side of the outfall. The pathway broke loose under his left foot causing him to slide down to the edge of the outfall. He tried to stop his momentum with his right foot which slowed him down. However, due to momentum, he twisted and fell into the water outfall.

Actions taken toward improvement:

- MFD is working with the Accelerator Department to evaluate the Sector 24 stairs.
- Facilities has conducted safety meetings with employees to review vehicle backing procedures.

- Both MFD and Facilities has reviewed all incidents with staff.

2. *Engineering and Technical Support Directorate will strive to meet performance metrics of FY08.*

There are significant concerns about the validity of the current safety metrics. With the reduction in force, numerous staff appear active in the various databases, but are no longer at SLAC. CATS' percentage is a rough estimate. There has not been a separation in the system of current ETS departments from Operations.

- Percent of Mandatory Training Current – Goal 93%; Actual 93%
- Percent of Supervisor-Required Training Current – Goal 93%; Actual 92%
- Percent of no-show for ES&H training classes – Goal 10%; Actual 24%
- Percent of Required Medical Exams Current – Goal 90%; Actual 81%
- Percent of STAs Current – Goal 92%; Actual 94%
- Percent of Building Evacuations ≤365 Days Old – Goal 100%; Actual 100%
- Percent of Facility Emergency Plans ≤365 Days Old – Goal 100%; Actual 92%
- Percent of corrective actions in SLAC CATS completed or on schedule – Goal 95%; Actual 97%

Noteworthy Items

- Mira Rubin started as the new Safety Officer in Mechanical Fabrication.
- Clay Corvin has assumed responsibilities as the ES&H Coordinator for Power Conversion and Controls.
- Facilities conducted both Construction Safety and UTR Training in January 2008.
- DOE walkthroughs this quarter included
 - Bldg 81: Facilities, Metrology, and BSD were all highly commended for their exceptional housekeeping. Metrology was also complemented on their innovations in the AHA process.
 - Facilities/MD: Housekeeping was commended. No issues of concern.
 - Klystron. No issues were raised.
 - Bldg 24: ES&H, Power Conversion, and Controls were all commended for their housekeeping. A few minor physical compliance issues were noted. All issues were corrected within the week.
 - MFD: Housekeeping was exceptional with strong organization and labeling in place. The point of technical compliance was clearance in front of an electrical panel was noted at 32 inches.
- A self-assessment of LOTO led by Fred Jones, ESO, was completed. SLAC partnered with DOE in the self-assessment.
- Numerous departments participated in the DOE assessment of SLAC Fall Protection and Confined Space. The final report is still pending.
- MFD has started a safety incentive program called “High Five”. Please see the attachment.
- MFD holds a monthly department-wide safety meeting. A recent topic was housecleaning. MFD employees were asked to identify and photograph areas that needed housekeeping attention. MFD has focused resources towards those cleaning efforts. This topic furthered progressed into the MFD Improving Housekeeping Initiative.
- ES&H Coordinators are working closely with supervisors to revise JHAMs and STAs as a result of changing duties related to the recent reduction in force.
- MFD, Facilities, and Klystron have been actively testing draft Work Planning and Control processes with their staff.

Areas to Watch

- MFD has assumed management of the Undulator Assembly Area in Bldg 750. A Senior Management Walkthrough accompanied by MFD Safety Officers noted several areas for improvement.
- Both MFD and Metrology have started LCLS Assembly Work. Both departments are working to address housekeeping and mutual occupancy issues during the work.
- Metrology is planning a “spring cleaning.”
- Self-Assessments are well underway.
 - Senior Management Walkthroughs are being conducted on a monthly basis.
 - The SMART system is being tested as a process of tracking assessments.
 - Metrology has completed all self-assessments. Safety reviews of working areas have led to changes being implemented for battery storage and charging areas within bldg #26.
- Facilities is currently struggling with tracking the numerous ES&H changes in requirements related to construction oversight that are not officially published or documented, yet for which UTRs and others are being held accountable.
- With changes in staffing and prioritization, there remain significant issues with LOTO and Nitrogen usage.
- Hazard specific ES&H training continues to be an issue.
 - Facilities is attempting to address gaps in Fall Protection and Excavation Safety.
 - PCD will be bringing in an outside vendor to conduct training on elevated work platforms.
- Facilities is finalizing a condensed line-employee version of the ES&H Manual. This is intended to convey vital information to line employees in a simple user friendly format.
- Numerous members of ETS have been working with Operations to improve the motor vehicle program at SLAC. Facilities is piloting a new vehicle inspection program. They have also conducted safety awareness programs via all hands meetings and announcements in their department newsletter.

Give 'em “High 5”



“High 5” provides a way for employees to recognize each other for actions and behaviors that contribute to a safe work environment.

How it works

Each month, five randomly chosen MFD employees will be provided with a “High 5” lapel pin that they can award to another SLAC employee. As a giver of a pin, who you give it to, when you give it, and how you give it are up to you – be creative. The only requirement is that you let the person know why they are receiving the pin – let them know the actions or behaviors that you observed that you feel contribute to a safer work environment.

Examples of valued actions and behaviors include:

Taking care of yourself; being responsible for your own safety, planning your work; wearing the appropriate PPE, not performing unsafe behaviors, speaking up when you think something is not safe; asking for help when you need it...

Taking care of your co-workers; not performing activities that put others at risk, correcting hazardous conditions, suggesting alternative ways of doing something that will improve safety.

Taking care of the department/lab; suggesting improvements to processes

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Fleet Changes: New Vehicle Pool and Inspection Policy

By [Liam Robinson](#)

There are several changes in the way that we manage and use our Fleet that will require all of our cooperation.

The Associate Director of Engineering and Technical Services has asked us to reduce our Fleet size by 50%. This means that we will no longer be able to assign a vehicle to an individual and must share vehicles. We are trying to accomplish this while minimizing the disruption to work flow and maximizing the utilization of our vehicles. Over the past two weeks I have been meeting with the supervisors of various work groups. I have been very pleased with the cooperation and understanding of everybody. Many vehicles have been turned in to Fleet Services and the remainder should be turned in within the next week.

Managers, Engineers, UTRs, Safety Officers, Coordinators, Supervisors and Administrators will share a vehicle pool that is operated from Trailer 241 and Building. 751. These vehicles shall be checked out on a trip by trip basis and will not be kept overnight. For the vehicle pool in Trailer 241, when the gas gauge is observed to be below 25%, a red "Need Gas" tag should be hung on the hook with the key. All vehicles in other pools are expected to be fueled by the users.

We have had a high rate of incidents involving damage to our vehicles. This rate is significantly higher than the rate at any other National Lab. It has been described as unacceptable by our Lab Director and the DOE Site Manager. In an effort to increase awareness and take responsibility for the care of our vehicles, the following policy is effective immediately:

- It is the responsibility of the driver to inspect all Facilities vehicles for any damage before and after use. Each vehicle will have a "[Facilities Dept. Vehicle Trip Log](#)", which drivers will need to fill out in order to check vehicles in and out. Please indicate that the vehicle inspection was performed and if any damage was found. If damage is found, please fill out a "[Facilities Dept. Vehicle Inspection Form](#)" and return this form to the custodian/supervisor of this vehicle before driving the vehicle. Failure to report damage could result in a loss of driving privileges.
- In case of an accident while using this vehicle, please follow the existing notification procedures for offsite use and notify SLAC Security onsite (refer to the Transportation website for details).

Thank you for your cooperation and drive safely.

Send Us Your
Stories and Comments



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