

20 December 2008

To: Piermaria Oddone
From: Greg Bock
Subject: 2009 Particle Physics Division ES&H Plan

In response to the letter from (then) ES&H Section Head Bill Griffing, I am forwarding to you the Particle Physics Division's 2009 ES&H action plan. This plan has been developed in consultation among the Particle Physics Division office staff and the ES&H Department.

Seven separate tasks are described below. The PPD ES&H Department will coordinate all seven tasks. Any actions or recommendations resulting from the implementation of this plan will be documented by the PPD ES&H Department and transmitted to the Division Head for approval and assignment if necessary.

Task 1 Continue to solicit and implement ES&H suggestions from PPD employees.

This will be accomplished as follows:

- ◇ Suggestion boxes are posted throughout the division.
- ◇ We will continue to request comments and suggestions through the ES&H Newsletter.
- ◇ We will continue to promote the use of the electronic suggestion boxes.
- ◇ We will continue to give cash awards for good ES&H suggestions.

Task 2 Promote off-the-job safety with ES&H hosted open houses.

PPD/ES&H has hosted off-the-job safety open houses in the past. PPD/ES&H will invite PPD employees to the Training Center for poster sessions that offer information on staying safe, healthy and environmentally aware outside Fermilab. A representative from the Division office will attend and present door prizes. Each poster topic will also give away a prize associated with the subject.

Task 3 Review PPD areas for noise.

PPD/ES&H will perform a noise survey for each building in PPD. This will ensure that current noise areas are properly posted and have PPE available if necessary. The survey will also confirm that no other areas within PPD contain noise hazards.

Task 4 Replace batteries for all PPD Safety Alert Monitors (SAMs).

PPD/ES&H will acquire an inventory of PPD SAMs from Telecomm. The batteries provide backup power in the event of an outage, and there is no lab-wide program for battery replacement for SAMs. It is thought that the batteries have never been replaced. PPD/ES&H will purchase rechargeable Ni-Cad batteries, and replace the battery in each SAM. The Site Department may be enlisted for assistance.

Task 5 Implement Spill Prevention, Control & Countermeasures (SPCC) Plan.

The SPCC Plan is a plan that will be put in place lab-wide by the Environmental Protection Subcommittee to prevent oil pollution into the waters of the State. The subcommittee will provide the requirements of the SPCC Plan, but it will be the PPD Environmental Officer's responsibility to implement the requirements of the plan. The Environmental Officer (EO) will establish and maintain an inventory of oil 55 gallons or greater. The EO will also ensure secondary containment for quantities of oil 55 gallons or greater, coordinate monthly inspections and/or integrity testing of oil containers, train PPD employees who handle oil, and complete any other tasks required by the plan. The SPCC Plan should be in place by June 30, 2009.

Task 6 Determine lead content of exterior paint on PPD buildings.

The PPD/ES&H department will use the Thermo-Scientific XRF to analyze paint on all PPD buildings. The Industrial Hygienist will compile the inventory identifying which buildings' paint contains lead and at what level (not detectable or percent lead). This will be beneficial for any repair or demolition work planned for PPD buildings in the future.

Task 7 Continue direct attention on housekeeping in the division.

Particle Physics Division will choose four days in the next calendar year that will be dedicated to housekeeping. Each department in the division will have to choose one of the four days to participate. On the housekeeping day, no other work (except those tasks related to the ES&H of the people or property) will take place except housekeeping. The department heads will be responsible to coordinate the housekeeping in their spaces. This may include asking for assistance from ES&H to dispose of chemical waste, making arrangements for scrap metal or cardboard recycling hoppers to be available or placing a work order to have BSA II help with additional cleaning services. Whatever the individual circumstances, each department will dedicate one entire day (less in areas where the work load is less) to the task of cleaning out and organizing their work spaces.

Our goal is to complete each of these tasks by the end of CY09. For those ongoing activities, we will continue to do them and evaluate their effectiveness at the end of the year. Questions or comments about the elements of the plan or the status of the implementation of our plan should be directed to either me (bock@fnal.gov) or Wayne Schmitt (wsmitt@fnal.gov).

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