



**JEFFERSON LAB EH&S COMMITTEE MEETING**

**December 6, 2002**

**9:00 AM - 10:00 AM, A110**

**ATTENDEES:**

**JEFFERSON LAB EH&S Committee Members:**

James Murphy (Chairman)  
Dennis Skopik

Charles Reece  
John Kelly

**JEFFERSON LAB EH&S Committee Advisors:**

Bruce Ullman

Bob May

**Other Representatives:**

Note: Other representatives, including those listed below, are welcome to attend the meetings.

Linda Even  
Sandra Prior  
Eric Hanson  
Charles Hightower

Ed Martin  
Dr. Smitty Chandler  
Hugh Williams  
Bert Manzlak

1. Agenda was accepted without revisions.
2. The new Office of Assessment Webpage, particularly JEHSC Meeting Minutes and Highlight links, was favorably received.
3. External Regulation Update: The continuing resolution has stalled work on external regulation of the DOE Science labs because there are no funds for OSHA and NRC pre-compliance audits. DOE does not yet have a policy on external regulation.
4. Welding Safety Update: Charlie Reece has organized a group of welders to discuss welding safety. He was pleased to report that most of the welders' concerns were addressed in the EH&S Manual. He will continue to meet with the welders in order to clarify welding safety issues and ultimately to update the EH&S Manual welding chapters.
5. The Lock Out/Tag Out report is still under review. We are expecting the requested additional information by the end of the month. Anote: Dupont refers to "lock, tag and try" to emphasize the need to verify that power has been interrupted.
6. Safety Phonecard Updates were discussed. Content revisions included telephone numbers. John Kelly proposed an alternative packaging for the cards. This included a plastic envelope type container to be attached to the telephone body and stored under the telephone. It is hoped that this type of packaging would diminish the

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irritation caused by the card being clipped to the telephone spring cord. The initial cost for the envelope is about the same as for the current laminated cards; however, future cards could be inserted into the envelope, thus reducing future costs. The committee approved of the proposed content and packaging. John will proceed with the revisions.

7. Update on Electrical and Safety Training: This training will be designed to teach a series of qualifications that can be described and measured. All specialized qualifications will be built on the basic criteria found in the EH&S Manual Chapter 6210. Basic training will be followed by specialized courses on various topics. Some of these courses will be derived from a series of short presentations to be delivered by Ed Martin at Accelerator Division Staff meetings, video taped, and put on the web. In addition, the Administration Division EH&S Officer and Training & Performance Office jointly adapted LLNL's "High Voltage Electrical Safety" web-based course for use at JLab. (This can be found at: [file:///M:/training/high voltage/high voltage.html](file:///M:/training/high%20voltage/high%20voltage.html).) Finally, Lloyd Gordon, an instructor for a LANL electrical safety course, has been invited to visit JLab to discuss our specific needs. He will be developing and presenting a one-day course for us that will be presented and videotaped for later use. If you have suggestions or topics you would like to see addressed in this course please contact Bruce Ullman.
  
8. EH&S Log Tracking System: Sandra Prior reviewed the Accelerator Division's T3 (Tracking, Training and Trending) Database, which can be found at: <http://devsrv-e.acc.jlab.org/safety/T3.php>. This is a tool which they invite all divisions to use. The application contains options to track
  - Safety Inspections
  - Accidents / Incidents
  - Assessments
  - Radiation Deviation Reports

You can use this application to:

- Query system for information
- Add new records
- Edit records
- Add status updates to records

In order to add, edit or otherwise modify records, you will need a login account. Currently all Safety Wardens and EH&S Staff have been granted authorization to the system. If others need authorization, they can contact Sandra Prior.