

FY10 Plan for **ES&H**

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Relevant Strategic Plans – Strategic Plan for CD ES&H

ES&H Goal – Through continual improvement of our ES&H performance, and compliance to legal and regulatory requirements, our goal is to reduce ES&H impacts associated with our mission and the mission of the laboratory.

ES&H Strategy –

- Implement practices to reduce risks and to prevent injury to our employees.
- Maintain plans to minimize and respond to emergencies.
- Examine and guide ES&H practices of our contactors.
- Manage and reduce consumption of natural resources and generation of waste through design, reuse and recycling.
- Measure performance by monitoring and improving compliance with ES&H Policies.
- Provide information regarding ES&H practices and policy through dialogue, training, and openness with employees.

ES&H

FY09 Accomplishments

1. **Formalize Procedures** – All ES&H procedures have been formalized, controlled and uploaded into DocDB.
2. **Internal Reviews** – An ES&H self-assessment document was drafted for performing internal reviews. Reviews have been performed on the following programs: Refrigerant Emissions, X-Ray Inspection System, FCC Generator Spill Plan, Computer Room Training, AED Inspections and open ESHTRK findings.
3. **Federal Electronic Challenge** - Two green computing policies were drafted and presented to lab management, LSC and CD Dept. Heads. A procedure explaining the purchasing process of desktops/laptops has been outlined. We are still on target for completing our CY2009 goals.
4. **CD Tracks** – An ES&H related article was written for each issue.
5. **Tripartites** – We have completed our scheduled walkthroughs with DOE. All findings were entered into ESHTRK. We also led the Procedures Review Tripartite. The draft report for this is currently being written.
6. **Drills** - We held one fire drill and one tornado drill.
7. **Safety Incentive Plan** – Employees submitted safety awareness suggestions. Four suggestions were chosen and the winners were taken out to lunch.
8. **Workstation Assessments** – 12 workstation assessments were completed and acted upon.
9. **Training** – Various training was given throughout the year.

Not Accomplished in FY09

We did not complete the FEC goals to apply for a silver award in January 2009. However, we did apply for a bronze award and received it.

Objectives for FY10

ESH/ESH Federal Electronics Challenge (FEC)

- Activity type: Project
- Description: Play a major role in achieving CY2009 goals for procedure development for desktop/laptop purchasing and setup, achieving strategic objective of reducing power consumption and generation of waste.
- Timescale: Complete by Dec. 2009
- Milestones: All CY2009 goals will be completed by end of CY2009

ESH/ESH Internal Program Reviews

- Activity type: Service
- Description: Perform internal reviews on six existing CD ES&H Programs and document/correct findings.
- Timescale: Complete by October 1, 2010
- Metrics: Leading/Lagging Indicators will remain in “Outstanding” range http://www-esh.fnal.gov/owa_user/fnal_indicators.html

ESH/ESH CD Tracks

- Activity type: Service
- Description: Provide an ES&H related article in each issue
- Timescale: Ongoing
- Milestones: One article/month

ESH/ESH Give added focus to the Industrial Hygiene Program

- Activity type: Service
- Description: Update three existing IH Assessments
- Timescale: Complete by October 1, 2010
- Metrics: Updates will be reflected in the IH Assessment Database

ESH/ESH Implement Safety Awareness Suggestions given through 2009 Incentive Program

- Activity type: Project
- Description: Implement the four winning suggestions
- Timescale: October 1, 2010
- Milestones: Implementation of each

ESH/ESH Safety Recognition Program Event

- Activity type: Project
- Description: Recognition event celebrating CD’s outstanding safety record
- Timescale: October 1, 2010
- Milestones: Implementation of event

Priorities: The two highest priorities are to complete the CY2009 goals for the FEC program and perform internal audits on our ES&H programs. The idea of FEC is to save the Laboratory money in energy consumption pertaining to computer use and disposal. It is also an environmental and P.R. plus. The internal audits catch deficiencies and correct them. The documentation of these audits shows that they've been completed. Reviewing the IH Assessments will also be accomplished through internal auditing.

Staffing Issues: 1 FTE – No changes needed.

Change control:

Changes or delays in these priorities may occur with audit findings (outside and internal) or unplanned events and will require the approval of the Division Head.

Risk Assessment:

A delay or failure to meet our '09 FEC Goals will result in unknown consequences from the DOE, being that this is an Executive Order.

A delay or failure to audit and/or update our programs may result in an injury or environmental mishap, and could result in removal of the Lab's ISO Certification.

CD Tracks articles have brought "at-home" and "at-work" ES&H issues to the forefront. By including articles that focus on "at-home safety", shows employees that it is their well-being that is most important, whether at home or at work.

A delay or failure to implement the winning safety suggestions gives an unspoken message that employee's suggestions are not important.

Failure to have a division-wide recognition event may give employees an unspoken message that safety is no longer as important as it used to be.