



Department of Energy

Brookhaven Site Office

P.O. Box 5000

Upton, New York 11973

August 25, 2020

Mr. Jack Anderson
Brookhaven Science Associates, LLC
Brookhaven National Laboratory
Upton, NY 11973

Dear Mr. Anderson:

**SUBJECT: ADDITIONAL REQUIREMENTS FOR LOCAL REPORTING UNDER
 DOE O 232.2A**

The Office of Science laboratories are performing mission critical work important to our nation. As we work in partnership to implement the critical missions, our efforts to support continuous improvement and effective communications are extremely important. Recent proceedings reinforce that early communication of changed/abnormal operating conditions is essential. Early notification of events strengthens our partnership and supports execution of the Department's oversight and risk management responsibilities.

High level notification and reporting requirements are captured in DOE O 232.2A. To ensure we are clear on the Department's expectations, and as a supplement to the local reporting procedures specified in Section 1.c of the Contractor Requirements Document, the laboratory is directed to report suspected instances of personnel uptake, regardless of the level of exposure, to the Site Office Manager immediately. As with all other reporting of operational events at BNL, the primary mechanism for reporting is through the BHSO Facility Representative.

Please assure this requirement is captured in your implementing procedures. If you have any questions on implementation please contact Caroline Polanish, of my staff, at extension 5224.

Sincerely,

Robert P. Gordon
Site Manager

cc: G. Olson, SC-BHSO
 M. Dikeakos, SC-BHSO
 F. Fernandez, SC-BHSO
 J. Brock, SC-BHSO

C. Polanish, SC-BHSO
S. Coleman, BSA
K. Fox, BSA
R. Lebel, BSA