

Final Minutes of the Tier I Working Group Meeting FY 2011 Q1 held February 8, 2011
Safety and Health Services Division
Brookhaven National Laboratory

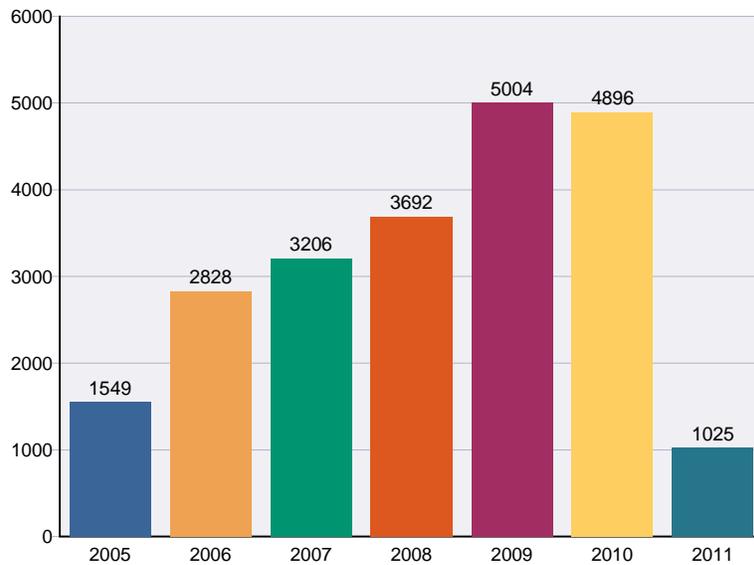
Attendees

P. Bender, J. Biemer, L. Bowerman, P. Browne, P. Carr, K. Conkling, C. Conrad, L. Davis, M. Delph, R. Dinardo, R. Dunlop, J. Giambalvo, G. Guerra, B. Heneveld, S. Kane, K. Klaus, M. Kretschmann, P. Martino, B. McKay, E. Nowak, M. Paquette, D. Passarello, M. Rankine, J. Stanisci

Agenda

- 1 Rollup of 1st Quarter FY 2011 Tier I Inspection Findings
- 2 Tier I Database Update
- 3 Enhanced Housekeeping Requirements in Egress Paths in Buildings with Polystyrene - M. Kretschmann
- 4 Open Discussion (Issues and Good Practices)
 - 4.1 The Expectations of Tier I Inspection Team for Assessing the New Laboratory Hazard Info Placards
 - 4.2 The Process for Tier I Findings Requiring Facilities and Operations (F&O) Action or Response
 - 4.3 The Expectations for Facility Project Managers (FPMs) in the Tier I inspection Process
 - 4.4 Other

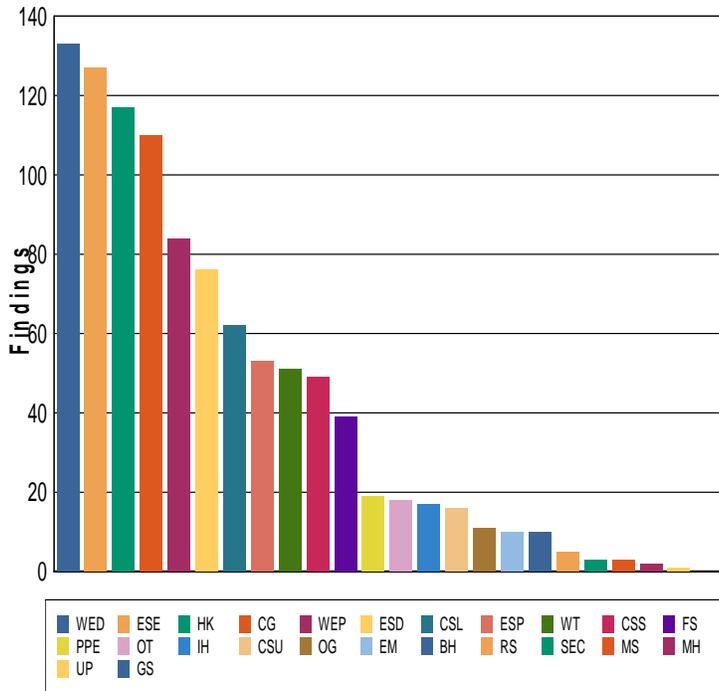
Data Rollup of Tier I Findings by Fiscal Year



The following point was made by S. Kane:

1. This chart for 2011 does not look as good as 2009 and 2010 because at this rate we will have fewer findings.

Data Rollup of FY 2011 Q1 Tier I Findings by Category

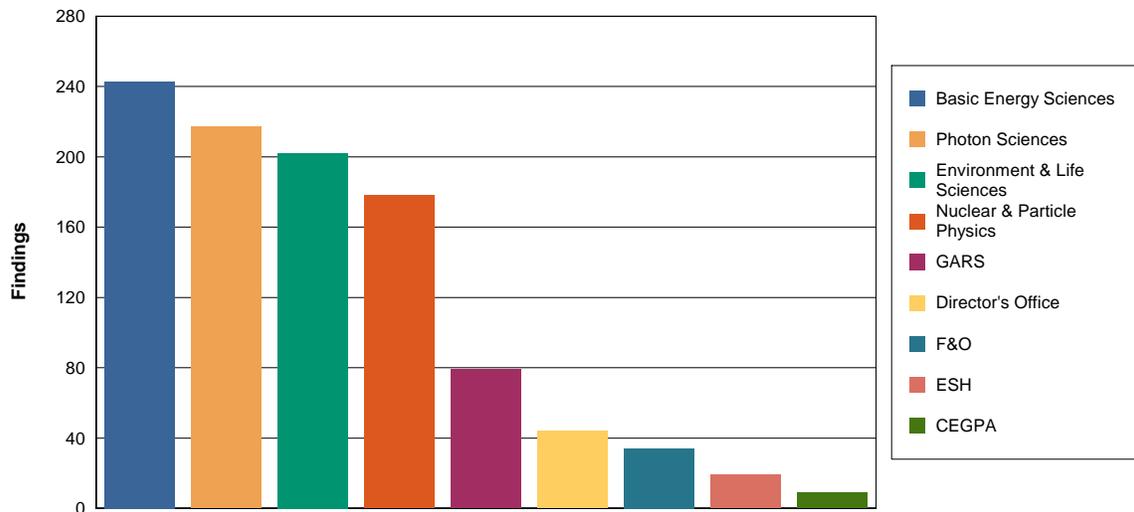


WED	Working Environment: Department	133
ESE	Electrical Safety: Equipment	127
HK	Housekeeping	117
CG	Compressed Gas/Cryogenics	110
WEP	Working Environment: Plant	84
ESD	Electrical Safety: Distribution	76
CSL	Chemical Safety: Labeling	62
ESP	Electrical Safety: Programmatic	53
WT	Waste	51
CSS	Chemical Safety: Storage	49
FS	Fire Safety	39
PPE	Personal Protective Equipment	19
OT	Other	18
IH	Industrial Hygiene Issues	17
CSU	Chemical Safety: Use	16
OG	Outside and Grounds	11
EM	Environmental	10
BH	Biohazards	10
RS	Radiation Safety	5
SEC	Security	3
MS	Machine Shop Safety	3
MH	Material Handling and Equipment	2
UP	Unsafe Practices	1
GS	General Safety	0

The following points were made by S. Kane:

- 1 The same categories had the most findings in this quarter as had been at the top for the past several years.
- 2 It is good to see Compressed Gas/Cryogenics among the top categories as BNL had a lot of violations identified in BHSO's last two surveillances.
 - 2.1 This shows that the people are policing their activities and storage locations to make sure they are in compliance.

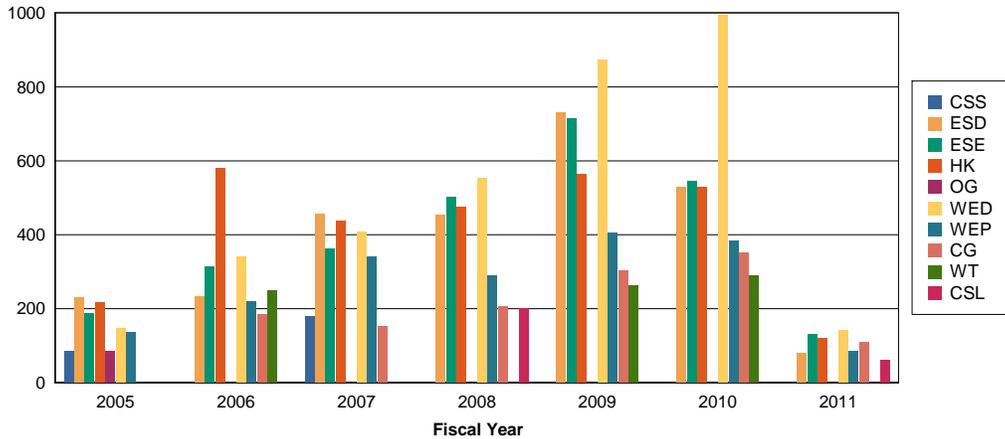
Data Rollup of FY 2011 Q1 Tier I Findings by Directorate



The following points were made by S. Kane:

- 1 Basic Energy Sciences is the new leader with the most findings, and F&O is a distant seventh which is counter-intuitive.
- 2 Environment & Life Sciences Directorate is made up of Medical, Biology, Computational Science Center and Environmental Sciences. They are also improving.

Data Rollup of Tier I Findings by Top 7 Categories by Fiscal Year



WED	Working Environment: Department	143
ESE	Electrical Safety: Equipment	131
HK	Housekeeping	120
CG	Compressed Gas/Cryogenics	110
WEP	Working Environment: Plant	85
ESD	Electrical Safety: Distribution	80
CSL	Chemical Safety: Labeling	62

The following point was made by S. Kane:

- 1 Working Environment: Department had the most findings in past years and is also the leader in this quarter, although not with as great a majority of the findings.

Tier I Database Update

The following points were made by S. Kane:

1. Since October 2009, we have been trying to get the new Maximo database implemented.
2. The Maximo upgrade passed the QA testing, and training on this Maximo upgrade will begin next week.
3. The people in the Business Systems Division who had been administering this database upgrade are now in the Information Technology Division.
4. Maximo is one of IBM's premier platforms, and as BNL should not be having all these problems, IBM sent a consultant to BNL.
5. BNL is in the progress of getting a contract with IBM to build the database application.
 - 5.1 S. Kane will inform the Working Group when a contract to complete the database application has been awarded.
 - 5.2 The date for the completion of the database application has been moved from April 2011 to September 2011.
6. The new database will allow the people to do work flow; there will be no need to write memos listing Tier I inspection findings.

Enhanced Housekeeping Requirements in Egress Paths in Buildings with Polystyrene (M. Kretschmann)

The following points were made by M. Kretschmann:

1. An issue on site is that BNL has a very old infrastructure with some buildings lacking some of the most basic fire protections but containing some very hazardous materials.
2. In July 2010 DOE Chicago performed an assessment of BNL's Fire Protection Program.
 - 2.1 While DOE was happy with BNL's progress, DOE realized that it will take many years to correct all the problems on site.
 - 2.2 The assessment pointed out that egress paths in buildings with elevated fire risks (facilities that lack automatic sprinkler protection or have exposed polystyrene foam insulation on the HVAC ducts) are not being maintained to assure that access to exits are clear, unobstructed, and unencumbered.
 - 2.3 Egress paths are stairs, corridors, egress paths in large rooms, and even paths leading to the outside of buildings.

- 3 When polystyrene burns, a quickly burning, highly intense fire is produced generating vast amounts of thick black smoke.
- 4 Studies within the fire protection industry indicate that even in a building which has a sprinkler system for protection, the polystyrene would burn quicker than the sprinkler heads would actually become activated.
- 5 The buildings on site which have been identified as having polystyrene are: 197 (NNSD/Graphic Arts/NNDC); 459 (ITD), 463 (Biology), 477 (Research Library), 480 (Materials Science); 488 (Berkner Hall); 490 (Medical Research Center); 510 (Physics); 515 (ITD); 526 (Energy Efficiency & Conservation); 535 (Instrumentation Division); 555 (Chemistry); 815 (EENS Multiprogram Laboratory); 830 (Environmental Waste Technical Center); 901 (Radioisotope and Radiotracer Center); 902 (Magnet Division); 911 (C-AD); and 930 (200 MeV Linac).
 - 5.1 Bldg. 555 (Chemistry) will be taken off the list as \$1 million has already been spent on removing the polystyrene.
 - 5.2 Bldg. 480 is in the process of having work done.
- 6 The enhanced housekeeping requirements are to be enforced in the entire building, and not just in the area where polystyrene is located.
 - 6.1 Some of the observations noted which need to be corrected are:
 - 6.1.1 Corridors are being used as storage areas.
 - 6.1.2 Cabinets or storage bins have been placed in corridors which can reduce the width of the corridor from 7 feet to 5 feet.
 - 6.1.3 Bicycles and other materials are being stored under stairs, and bicycles are placed against the outside of an egress path.
 - 6.1.4 Materials are being temporarily placed in an egress path.
 - 6.1.5 Recycle containers are left in hallways outside laboratories so that the janitors do not have to enter the lab.
 - 6.2 Compressed gas tanks located in corridors have been found to prevent the egress door from opening all the way.
- 7 M. Kretschmann has a budget of \$1 million for improving fire safety on site and he is considering using some of these funds to remove the polystyrene in buildings, thereby reducing the possible hazards.
- 8 M. Kretschmann requests that those of you who are responsible for buildings with polystyrene set up a walkthrough meeting allowing approximately 1 hour per building so that he can walk down the building with you and set up criteria agreeable to all.
 - 8.1 The FPMs responsible for overseeing these particular buildings should also be included in this walkthrough meeting.

The following points were made by the Working Group:

1. Someone asked why the polystyrene issue in Bldg. 815 was not addressed as part of Renovate Science Labs (RSL)-1 along with Bldgs. 555 and 480; the polystyrene issue was not considered when the work was scoped out.
2. Chilled water piping and domestic piping will have to be addressed when the abatement is done because the piping also contains polystyrene.
3. Asbestos was used where the polystyrene was glued together, and removal of this polystyrene could get difficult because of the asbestos issue.
4. The ESH Coordinators/Facility Project Managers would like to be sent a copy of the assessment identifying the locations where polystyrene was found as this would help them with scheduling appropriate time commitment and people.
 - 4.1 Mike Kretschmann received surveys from other people and will see what he can provide in response to this request.

Open Discussion (Issues and Good Practices)

The following points were made by S. Kane and the Working Group:

1. The expectation of the Tier I Inspection Team for the new laboratory Hazard Information Placard will be the same as for the current hazard placard, i.e., the inspection team will check that the placard is current, contact information is correct; hazards identified.
 - 1.1 It is not the intention for the Tier I Inspection Team to produce and install the new laboratory hazard information placards.
 - 1.2 As soon as the new placard producing device is ready, Bob Selvey and CFN staff will walk through to see how the process works.

- 2 The process for reporting Tier I findings requiring F&O action or response has not changed now that Integrated Facility Management (IFM) has been implemented.
 - 2.1 A memo listing the Tier I findings should be sent to Pete Eterno with a copy to the FPM.
 - 2.2 Section 3, Step 2 of the ESSHQ (Tier I) Inspections Subject Area states: "After the inspection, the Team Leader or designee compiles all deficiencies. Forward pertinent information in a timely manner to individuals responsible for corrective actions, including the F&O Facility Project Manager for facility-related issues."
 - 2.3 Pete Eterno and Mike Paquette review the list of findings against what is in Maximo in order to identify possible duplicate work orders.
 - 2.4 The FPMs get the work order in Maximo in order to give their approval that they agree to do the work.
 - 2.5 This process is easier than having the FPM enter service requests as F&O has clerks who perform this function.
 - 2.6 Part of the approval is that once the work has been completed the FPM and supervisor verifies that the work was done.
 - 2.6.1 The FPM, upon completion of the work, should send verification that the work was done to the work order requestor.
 - 2.7 As the requestor, you are still getting an email from Maximo that the work has been completed.
 - 2.8 As the new Tier I database will be in Maximo, once you enter findings in the system, work orders can be generated at the same time so there will be no need to send a memo with the findings.
- 3 The expectation for FPMs in the Tier I Inspection Process is that they are included as part of the department Tier I Inspection Teams.
 - 3.1 This is documented in Section 1, Step 1 of the ESSHQ (Tier I) Inspections subject area: "The core team may vary, but typically includes the ESH Coordinator (possibly acting at the Team Leader), Facility Support Representative, Environmental Compliance Representative, F&O Facility Project Manager or designee, subject matter experts (e.g., from Safety Engineering, Industrial Hygiene), or other knowledgeable person(s) as appropriate."
 - 3.2 The FPM can decide on the spot whether the problem should be fixed by F&O or by the department.
- 4 As the new IFM reorganization has been in place for four months, the Working Group was asked how things are working out.
 - 4.1 One organization misses the Building Managers (BMs) as the BM function is still necessary.
 - 4.1.1 The BM typically forwarded the findings to the person who owned the space or to F&O, and took care of problems in common areas.
 - 4.2 One person observed that the Tier I process is the same as it was before IFM, and the same people who documented the Tier I findings before IFM are still documenting Tier I findings.
 - 4.2.1 Those findings that are F&O related which would have been assigned to the BM are now assigned to the FPM.
 - 4.3 One individual, new to the Tier I Inspection process, said that from his experience the Tier I Inspection process slides over to concerns about infrastructure rather than a focus on safety, and he recognizes this may not happen elsewhere.
- 5 Ed Nowak made the following points:
 - 5.1 There was another piranha etch event in the Waste Management area, and as the fact finding is still ongoing, Ed could not provide more details.
 - 5.2 Bob Selvey immediately put in an order for vented caps, to be kept in the institutional stock, and he ordered three cases of plastic-coated bottles for those people needing them for piranha etch and similar activities.

Action for the Working Group

- 1 People responsible for buildings containing polystyrene should set up a meeting with Mike Kretschmann and the FPM to walk through the building identifying those areas having issues with housekeeping in egress paths.

Action for M. Kretschmann

1. Transmit to the affected ESH Coordinators and Facility Project Managers a copy of the assessment which identifies the exact locations of the polystyrene within their facilities.

Action for S. Kane

1. Inform the Working Group when a contract has been awarded for the completion of the Tier I database application.