Roles
• Oversee use of the assigned space to enable safe and productive working conditions.

Responsibilities
• Act as point of contact with Research Space Managers, the Integrated Facility management team, and others regarding space activities and access.
• Contribute to the definition of the ESH envelope for the planned research activities within the assigned space.
• Take training consistent with the requirements for the assigned space.
• Assist NSLS-II ESH staff in annual review of the ESH envelope including risk analysis and determination of control, training, and worker qualification requirements.
• Develop and implement adequate written procedures for compliance with ESH control requirements.
• Monitor activities and configuration of the structure, systems and components of the assigned space to ensure adherence to the scope of the defined ESH envelope, and act to correct discrepancies.
• Assure use of the BNL Chemical Management System to maintain an accurate chemical inventory.
• Be aware of the equipment resident in the space and the responsible individuals for each item.
• Assist with the proper disposal of wastes. Maintain needed Hazardous Waste Satellite Accumulation Area.
• Ensure good housekeeping practices, adequate space for experimental work, and no excess or legacy equipment or chemical storage.
• Post the area in accordance with BNL requirements and, as appropriate, with the assistance of ESH Staff.
• Enforce compliance with BNL requirements for access and use.
• Notify management of events that impact compliance with ESH requirements or result in injury.

Accountabilities
• To NSLS-II management for fulfillment of the roles and responsibilities listed above.
• To the NSLS-II Research Space Managers for the implementation of processes to assure safe, productive, and compliant operation of the assigned space.
• To other CSM’s for management of shared spaces.

Authorities
• Direct personnel to comply with requirements.
• Approve or reject proposals for work within the research space.
• Provide input for the introduction of new activities or the modification of an existing activity within the workspace.

Guest Signature ____________________________________________