

Minutes of the NS Division ES&H Committee

April 13, 2006

Status of AHD #3187 (Laser Lab)

- Final AHD has been changed and submitted
- Recommendation by Committee: Baseline eye exam should be required for ALL entering Lab
- No mention of high voltage hazards and wavelengths in AHD
- Ralf to check for postings in Lab regarding hazards
- Everyone with access code to lab has been informed of hazards and trained on use of goggles and wavelengths
- Some clarification needed in AHD: Laser Safety Supervisor should be identified/named in AHD
- Contractors and service techs (Spectra Physics) need to be aware of hazards
- Techs are here on a regular basis as laser keeps going down
- Discussion of who should enter AHD into database

Action Item: Draft memo to Heino informing him of requirements for contractors and service techs

CATS/LCATS Use

- Corrective Action Tracking System
- LCATS is no longer in operation
- List of NSD corrective actions (handout)
- LCATS
 - o Number of open items; some dated back to 2002
 - o Dennis working on B88 corrective actions; some have already been closed out; more should be closed out in next week
 - o Main goal is to close out previous findings from old system
 - o Paul Fallon – B50
 - o Brain Fujikawa – B51 (These findings are ok to close out now)
 - o Jorgen Randrup – B70 Offices
 - o Ralf Sudowe – B70 Labs
 - o Larry Phair – B71

Action Item: Revisit status of findings at next meeting

- CATS
 - o As feedback and findings are noted, they are entered into CATS
 - o Diana Jacobs is currently doing the data entry; some trouble reading other peoples' writing
 - o Should finders enter their own findings? Discussion

PI Walkthroughs

- Frequency
 - o Suggestions: Qtrly surveys, etc.
 - o First goal is to identify labs and responsible person
 - o Discussion on whether PIs should delegate these responsibilities to someone or handle themselves
 - o List of NSD lab spaces (draft)

Action Item: Committee to go through list, making corrections and suggestions as needed.

- Guidance
 - o Should we distribute a list of what employees should look for during walkthroughs?
 - o Are employees experienced enough to determine hazards?
 - o List of contacts to call for guidance and advice can be sent out in initial memo
- Documentation
 - o Entering findings into CATS: Who should do this?
 - o Some want to do this themselves, some would rather not
 - o Let responsible party make this decision

Student Training

- Need to distinguish between space and training
- Supervisor should see to it that student is trained
- Suggestion: When students first come to LBNL, someone should be assigned to see that they receive training and instruction

Action Item: Revisit this issue at next meeting

Next Meeting: May 11, 10:30AM
Jobs/assignments to be sent out before then