

# Collider-Accelerator Department

## FY 2008 Self-Assessment Program

Prepared by:

  
\_\_\_\_\_  
David J. Passarello, QA

4/24/08  
Date

Approved by:

  
\_\_\_\_\_  
R. Karol, Division Head, ESSHQ

4/24/08  
Date

  
\_\_\_\_\_  
E. Lessard, Associate Chair for ESSHQ

4-24-08  
Date

  
\_\_\_\_\_  
D. Lowenstein, Department Chairman

4/24/08  
Date

## **I. Collider-Accelerator (C-A) Department Mission**

In support of Brookhaven National Laboratory's broad mission of providing excellent science and advanced technology in a safe, environmentally responsible manner the Collider Accelerator Department is committed to the following:

- Excellence in environmental responsibility and safety in all C-A Department operations.
- Develop, improve, and operate the suite of proton/heavy ion accelerators used to carry out the program of accelerator-based experiments at BNL.
- Support the experimental program including design, construction, and operation of the beam transports to the experiments and partial support of detector and research needs of the experiments.
- Design and construct new accelerator facilities in support of the BNL and National Missions.

## **II. Self-Assessment Program**

The objective of the C-A self-assessment program is to provide a systematic approach to performance management. That is, to provide C-A management with information needed to ensure organizational performance objectives are being met and appropriate improvement actions are identified and implemented.

C-A Self-Assessment supporting documentation; e.g., [Program and Facility](#), [Organization](#), [ESSHQ Division](#), [Assessment and Inspection Programs](#), [C-A Environmental Management Program](#), [C-A Occupational Safety and Health \(OSH\) Management System](#), [Authorization Basis Documents](#), [Operations and Procedures Manual](#), [Conduct of Operations Agreement](#), [Training Programs and Associated Records](#) and [Tier 1 Safety Inspections](#), are maintained on the Collider-Accelerator web site.

The C-A Department has adopted a self-assessment framework primarily based on Malcolm Baldrige criteria for performance excellence

- > Leadership
- > Strategic Planning
- > Customer and Market Focus
- > Measurement, Analysis, and Knowledge Management
- > Workforce Focus
- > Process Management

### III. Evaluation of Objectives and Measures

C-AD has established the following objectives and performance measures for the assessment criteria stated above,

#### **CRITERIA 1: Leadership**

Objective: Senior management must ensure that communication is possible between all levels of management and the C-A workforce, ensure that measures of organizational performance are reviewed and revised, ensure that all injuries and near misses are prevented and ensure that ethical behavior and high performance are fostered and maintained

- Improve feedback by increasing manager work observations by 30%
- Zero DART Incidence Rate
- Zero TRC Incidence Rate
- Zero notices of violations
- Zero near misses

#### **CRITERIA 2: Strategic Planning**

Objective: Excellence in environmental responsibility and safety in all Department operations.

- Maintain laboratory-wide ISO 14001 and 18001 registrations and continually improve the EMS and OSH programs.

#### **CRITERIA 3: Customer and Market Focus**

Objective: Operate the C-A facility in a manner that is responsive to C-AD internal and external customer expectations.

- C-A Operations per [FY08 Schedule](#) and the accelerator performance meets the operational goals as specified in the most recent Field Work Proposal.

#### **CRITERIA 4: Measurement, Analysis, and Knowledge**

Objective: Establish, maintain, monitor and improve C-A processes/procedures for implementing Laboratory and organizational expectations.

- Perform assessment on the C-A implementation of the following BNL Management System
  - Environmental Management: Regulatory Compliance, EMS and Management Review
  - Records Management: Records Management and Vital Records
  - Worker Safety and Health: Lockout/Tagout
  - Worker Safety and Health: Interlock Safety for protection of Personnel
  - Occupational Safety and Health: OSH Management System & Management Review
- Perform FY08 Occupational Safety and Health Self-Assessments for following Industrial Hygiene Topics
  - Confined Spaces
  - Blood Pathogens
  - Hearing Conservation
  - PPE
  - Lasers

**CRITERIA 5: Workforce Focus**

Objective: Create a pool of talented, empowered, motivated, and goal oriented managers, supervisors and workers to support and enhance the C-A competitive position within the DOE laboratory complex.

- Train > 80% of staff in 2008 version of Work Planning
- Train > 80% of staff in Human Performance

**CRITERIA 6: Process Management**

Objective: Adhere to all applicable environmental and safety requirements.

- Pollution Prevention –
  - Reduce greenhouse gas emissions (GHG) by 3% in support of EO 13423
  - Support the pollution prevention (P2) program
  - Dispose of unneeded material & chemicals in accordance with the UMC Plan
  - Support the environmentally preferable purchasing program
- Groundwater Protection - Fully implement groundwater protection program. Protect groundwater quality from further chemical and radiological releases, and remediate existing contaminated groundwater.
  - Meet the FY 08 ALARA Goal of 1.5 person-rem
  - Improve valuable material security
- Zero PPE noncompliance

Improvement actions that were documented in the C-AD Record of Decision from the Senior Management Review were incorporated into [C-A OPM 14.1, Environmental Management Plan for C-AD and SMD Operations](#) and [C-A OPM 14.30, OSH Management Plan for C-AD and SMD Accelerators, Experimental Areas, Shops and Offices](#). These documents also contain additional C-AD EMS and OSH related targets, measures and tasks with responsible person(s) and scheduled completion dates. The C-A Family ATS will be used to track all measures and improvement actions to closure.

In addition to the improvement actions in C-A OPM 14.1 and 14.30, the following list of open items from the C-A FY 2007 Self-Assessment Program will be tracked to closure in the FY 2008 Self Assessment Plan.

- Increase the number of Building Managers trained in OSHA regulations. (FY 07 ATS 3499.1.4)
- Continue to develop targets for the preparation of ERL and EBIS authorization documents. (FY 07 ATS 3499.1.12)
- Improve control of internal documents by centralizing location of engineers' test reports. (FY 07 ATS 3499.2.3)
- Reduce PCB containing devices at Linac and B912 by 25% (ROD) and reduce PCB containing capacitors in building 928. (FY 07 ATS 3499.2.11)
- Implement the tritiated cooling water system upgrades to satisfy Suffolk County Article 12 requirements (ADS# 0007) or reduce the tritium in cooling water systems to below the Drinking Water Standard. (FY 07 ATS 3499.2.15)

- Archive data on activated soils. (FY 07 ATS 3499.2.16)
- Fully implement groundwater protection program. Protect groundwater quality from further chemical and radiological releases, and remediate existing contaminated groundwater Cap soil around HEBT water stops and investigate if improved capping is needed at AGS J-10 (ROD) (FY 07 ATS 3499.2.18)
- Continue with Repair on Building 912 roof. (FY 07 ATS 3499.3.2)
- Complete the arc flash calculation and labeling program for high priority areas within C-AD complex. (FY 07 ATS 3499.3.5)
- While worker participation in Tier 1 inspections increased in FY 2007, determine if there is a correlation between the number of workers participating in Tier 1 inspections and number of housekeeping findings on Tier 1 inspection. (FY 07 ATS 3499.3.20)
- Implement the AHJ and NRTL programs at C-AD and keep on schedule with the 5-year plan, including training of SMEs and equipment evaluations. (FY 07 ATS 3499.3.32)