Brookhaven National Laboratory (BNL)

Occupational Safety & Health Management System

OHSAS 18001
Occupational Health and Safety Assessment Series

Brookhaven National Laboratory is dedicated to providing a healthy and safe work environment for employees, contractors and visitors. To help achieve this goal, the OHSAS 18001 (Occupational Health and Safety Assessment Series) specifications have been used to develop a comprehensive Occupational Safety and Health (OSH) management system, a vital part of an Integrated Safety Management (ISM) program. BNL is committed to achieve OHSAS registration for all operations as a primary mechanism to eliminate or minimize OSH risks in BNL activities.

BNL’s commitment is to implement, maintain and continually improve an OSH management system that:
- Clearly states occupational health and safety policies, programs and objectives appropriate for BNL operations,
- Identifies occupational health and safety risks and legal requirements,
- Takes a proactive approach to occupational health and safety risks and involves employees in the development and implementation of procedures,
- Controls or eliminate risks to prevent accidents,
- Monitors occupational health and safety system performance, and
- Ensures continual reviews, evaluation, and improvement of the system.

NSF Registration Scope

OHSAS 18001 has been developed to be compatible with the ISO 14001 Environmental Management System standard to facilitate the integration of environmental and occupational health and safety management systems. Like ISO 14001, OHSAS 18001 consists of six sections:
- General Requirements,
- OH&S Policy,
- Planning,
- Implementation and Operation,
- Checking and Corrective Action, and
- Management Review.
A. Policy

**Environmental, Safety, Security, and Health Policy**  (link to online policy)  (pdf version)

**SBMS Interim Procedures**  **SBMS Hierarchy**, **SBMS Overview**

Summary: SBMS is a web-based electronic delivery system for Laboratory Level requirements. It is: tailored to specific needs and audiences; a methodology for involving workers in requirements development; a management system; and a tool to translate Orders into Laboratory requirements.

<table>
<thead>
<tr>
<th>BNL OSH Management System Description</th>
<th>BNL OSH Program Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Risk Assessments Procedure</td>
<td>Documenting OSH Management System</td>
</tr>
<tr>
<td>Job Risk Assessments Procedure</td>
<td>Objectives/Targets and OSH Management Plans</td>
</tr>
<tr>
<td>Legal and Other Requirements</td>
<td>Integrated Management Review</td>
</tr>
<tr>
<td>Change Management Checklist</td>
<td>OSH Consultation and Communication</td>
</tr>
<tr>
<td>18001 Audit Checklist</td>
<td></td>
</tr>
</tbody>
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**Lab Level Gap Analysis**

Crosswalk between OHSAS 18001 Guidelines and SBMS

OSH-Related Hazard and Risk Assessments for OHSAS 18001 Participating Organization

B. Planning

**OHS Management Programs**

- Emergency Response Services Management System
- Environmental Management System
- Facility Safety Management System
- Hazardous Material Transportation Safety Management System
- Integrated Assessment Program Management System
- Occupational Medicine Management System
- Quality Management System
- Radiological Control Management System
- Safeguards & Security Management System
- Training & Qualifications Management System
- Work Planning & Control Management System
- Worker Safety & Health Management System

**Occupational Health & Safety Management System Documentation of BNL Organizations**

Management System Description  Occupational Health and Safety (OHS) Pilot Program for OHSAS 18001

*Phase 1 & 2*

Basic Energy Science Directorate
Collider Accelerator Department and Superconducting Magnet Division
Phase 3
EENS Directorate
ESH&Q Directorate
Life Science Directorate
Balance of Plant Organizations

C. Implementation & Operation

Structure and Responsibility
Roles, Responsibilities, Accountabilities and Authorities (R2A2s) for 18001

Training, Awareness and Competence
Occupational Health & Safety Training web site

Communications
Internal Communications Management System
ESH&H Monthly Summary (on-site only)
External Communications Management System OSH Consultation and Communication
Safety Solutions (S2) Program
Community Involvement in Laboratory Decision Making Subject Area

Document Control
SBMS Internal Controlled Documents Subject Area
Site Level Guidance on OSH Document and Records

Operational Control: Facility, Area, and Job Risk Assessments
BNL Site Level JRA  Driving (draft)  Walking  Bicycling  Office Work  Manual Material Handling  Electrical Safety
Collider Accelerator Department and Superconducting Magnet Division: JRA  FRAs and ARAs  CAD Procedures
Physics Department: JRA  FRAs  Experimental Safety Reviews
Instrumentation Division: JRA  FRAs  Activity Safety Reviews

**Staff Services**

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<thead>
<tr>
<th></th>
<th>JRAs</th>
<th>FRAs</th>
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<tbody>
<tr>
<td>Plant Engineering:</td>
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<td>EP Procedures</td>
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<td>Central Fabrication:</td>
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<td>CF Procedures</td>
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<td>Staff Services:</td>
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**Basic Energy Science Directorate**

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<thead>
<tr>
<th>Department</th>
<th>JRAs</th>
<th>FRAs</th>
<th>Procedures</th>
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<tbody>
<tr>
<td>Chemistry Department:</td>
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<td>Experimental Safety</td>
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<td>Material Sciences Department:</td>
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<td>Reviews</td>
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<td>Exp. Safety Reviews</td>
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**Environmental Safety and Health Directorate**

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<th>Services Division</th>
<th>JRAs</th>
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<th>Procedures</th>
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<td>Environmental &amp; Waste</td>
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<td>ES Procedures</td>
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<td>Management Services Division</td>
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<td>WM Procedures</td>
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**Light Sources Directorate**

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<tr>
<th>Light Source:</th>
<th>JRAs</th>
<th>FRAs</th>
<th>Procedures</th>
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<tbody>
<tr>
<td>National Synchrotron</td>
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<td>Work Planning, Exp</td>
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<tr>
<td>Light Source:</td>
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<td>Safety Reviews, NSLS</td>
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<td></td>
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<td>ESH Policy &amp; Requirement Manual</td>
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**Life Sciences Directorate**

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<th>JRAs</th>
<th>FRAs</th>
<th>Procedures</th>
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<tr>
<td></td>
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<td>Experimental Safety Reviews</td>
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**Emergency Preparedness and Response**

- Building Manager R2A2 Agent Role
- Local Emergency Coordinator R2A2 agent role
- Emergency Response Procedures
- Procedure for Oil/Chemical Spill Emergency Response RP-SOP-202 (on-site only)

**D. Checking and Corrective Action**

**Monitoring and Measurement**

**Targets & Objectives**

<table>
<thead>
<tr>
<th>BNL Site Level OSH Objectives</th>
<th>FY05</th>
<th>FY06</th>
</tr>
</thead>
<tbody>
<tr>
<td>Line organization Self Assessment Plans &amp; Objectives</td>
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</tbody>
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Nonconformance and Corrective and Preventative Action

BNL Lessons Learned Program
Correspondence and Commitment Tracking System (CCTS)
Assessment Tracking System
Corrective and Preventative Action Subject Area
Critiques Subject Area
Lessons Learned Subject Area
Nonconformance Subject Area
Occurrence Reporting and Processing System (ORPS) Subject area
Investigations of Incidents, and Injuries Subject Area
Radiological Awareness Report Subject Area
SBMS Office Web Trend Reports

Records

SBMS Records Management Procedure
BNL Site Specific Records Retention Schedule
Site Level Guidance on OSH Document and Records

OHS Management System Audits

2003 Internal Audits: CAD
2004 Internal Audits: CAD
2005 Internal Audits: Schedule

18001 Audit Checklist

2003 Internal Audits: CAD
2004 Internal Audits: CAD
2005 Internal Audits: Schedule

Audit of Internal Audits

F&O Part 1 Part 2
Basic Energy Science Part 1 Part 2
NSLS Part 1 Part 2
Instrumentation Division Part 1 Part2
EWMSD Part 1 Part 2
Physics Part 1 Part 2
E. OHS Management Reviews

Integrated Assessment Program Management System
Integrated Assessment Subject Area

Management Review

Line Organizations Management Reviews
F&0 2004 2005
CAD & Magnet 2004 2005
Basic Energy Sciences --- 2005
NSLS --- 2005
EWMSD --- 2005
Physics --- 2005
Instrumentation --- 2005

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