



LBNL ENVIRONMENT, SAFETY, AND HEALTH POLICY

It is the policy of Lawrence Berkeley National Laboratory (LBNL) to perform all work safely with full regard to the well-being of workers, guests, the public, and the environment.

Keys to implementing this policy are the following core safety values:

- The institution demonstrates a strong commitment to safety by integrating safety into all facets of our work.
- Managers and supervisors are actively involved and demonstrate leadership in performing work safely.
- Individuals take ownership for safety and continuously strive to improve.
- Individuals demonstrate an awareness and concern for the safety of others.

WHERE TO GET HELP:

Talk to your Supervisor or Activity Lead.

Your Division Safety Coordinator
<http://www2.lbl.gov/ehs/directory/>

Environment/Health/Safety Division Web page
www.lbl.gov/ehs/

ES&H Manual (PUB-3000)
www.lbl.gov/ehs/pub3000/

ISMS Management Plan
www2.lbl.gov/ehs/ism/assets/docs/LBNL-ISM.pdf

EHS Subject Matter Experts
<http://www2.lbl.gov/ehs/directory/>

For on-site emergencies: **Call 7911**

Cell Phones: **Call 911**

Non-Emergency Incident Reporting: **Call ext. 6999**



Produced by the LBNLEHS Health & Safety Department, April, 2015
Prepared for the U.S. Department of Energy in accordance with section 4(d)2 of the Contract No. DE-AC02-05CH11231 proposal.

CSO_26940_NIA

ENVIRONMENT/HEALTH/SAFETY DIVISION

SAFETY AT LBNL



YOU NEED TO KNOW



- Overarching commitment to pioneering science
- Highest integrity/impeccable ethics

- Uncompromising safety
- Diversity in people and thought
- Sense of urgency

BERKELEY LAB VALUES

ISM: INTEGRATED SAFETY MANAGEMENT

LBNL, the University of California, and the Department of Energy (DOE) are committed to having all work performed safely and in a manner that strives for the highest degree of protection for employees, affiliates, visitors, subcontractors, the public, and the environment. In addition, LBNL seeks continuous improvement and sustained excellence in the quality of all safety (environment, health, and safety) efforts.

LBNL has adopted an Integrated Safety Management (ISM) system.

YOUR RIGHTS

You have the right to work in an environment free from recognized hazards likely to cause death or serious injury.

- LBNL is obligated to notify you of exposure to harmful substances above legal limits.
- You will be given the opportunity to observe monitoring for hazardous substances.
- You have the right to access to your exposure records.
- You have the right to refuse to work in conditions that could cause death or serious physical harm.

You have the right to file confidential health and safety complaints with the local DOE office. They may be addressed to the Employee Concerns Manager at the DOE Berkeley Site Office (ext. 4700). Concerns may also be submitted by calling the Berkeley Lab Employee Hotline at (800) 403-4744, and by e-mail at safetyconcerns@lbl.gov.

THE GUIDING PRINCIPLES OF ISM ARE:

- 1) Line management responsibility for safety
- 2) Clear roles and responsibilities
- 3) Competence commensurate with responsibilities
- 4) Balanced priorities
- 5) Identification of safety standards and requirements
- 6) Hazard and environmental controls tailored to the work being performed
- 7) Operations authorization

THE CORE FUNCTIONS FOR ISM ARE:

- Define the scope of work
- Analyze the hazards
- Develop and implement hazard controls
- Perform work within controls
- Provide feedback, for continuous improvement

Exercise the ISM process whenever you plan or do work!

YOUR RESPONSIBILITIES

It is your responsibility to work safely and to prevent harm to other workers, the general public, and the environment.

- You must perform all work in accordance with the Guiding Principles and the Core Functions.
- You need to know and observe all regulatory and LBNL safety standards applicable to your work. They are found in the **ES&H Manual (PUB-3000)** and will be explained during your various job training sessions.

- You are required to use appropriate personal protective equipment and wear personal clothing appropriate to the safety requirements of your work.
- You must promptly report any potentially harmful safety conditions that may lead to a violation of safety standards to your Supervisor, Activity Lead, or to the Environment/Health/Safety (EHS) Division (ext. 5514).
- You need to read and understand the **LBNL Environment, Health, and Safety Work Agreement**.
- You have the obligation to stop work if an imminent danger (a possibility of death or serious physical harm) exists for you or other workers.
- Contractors and visitors must provide copies to the Laboratory of reports for all OSHA-recordable injury and illness cases occurring on site. Laboratory employees and contract workers must report all injuries and cases of occupational illness to Health Services (ext. 6266).

If your employer is engaged in construction or provides routine services to the Laboratory, your employer will have provided a Safety Plan, a Safety Checklist, or an Injury/Illness Prevention Plan to the Laboratory. Your access to the Laboratory is contingent on your compliance with all provisions of such plans and checklists.

WORK PLANNING AND CONTROL

At LBNL, you must be authorized to perform your work, before you start to work. This work authorization process is called Work Planning and Control (WPC), which defines work at the activity level. When you join LBNL, you will be assigned to one or more work activities. Each activity will have a description of the work, and will identify all of the hazards and controls associated with the work. Talk to your supervisor, host or Activity Lead to learn more.

"How will I know that I'm doing my job safely?"