

MSD Materials Safety

Implementation of the new LBNL Safety Review and Work Authorization Process

Message from Rick Kelly

Your work at LBNL must be evaluated to identify hazards and develop appropriate safety controls, including training. Once the safety controls are implemented, your supervisor may authorize you to work independently or under supervision.

LBNL currently has many mechanisms to support this process—including the JHA system, Activity Hazard Documents (AHDs), Biological Use Authorizations (BUAs) and Radiological Work Authorizations (RWAs). Within the next 6 months, a single work review and approval tool, the “Activity Manager (AM)”, will replace these older processes.

I and the EH&S Technicians (Sherry Chan, Paul Johnson, Carleton Falzone) will work with the lab owners (PI in most independent labs; Facility Directors in the Foundry; Program Leads in CXRO, etc.) to transition their “*projects*” into the AM system. The project leads will identify one or more “*Activity Leads*” within their group. We will then help the *Activity Leads* go through the hazard identification, control development and worker assignment processes.

The schedule for rollout will be approximately:

- November—Selected researchers who have expressed an interest in transitioning
- December—Molecular Foundry
- January—JCAP
- February-March—CXRO, other MSD labs
- April—Groups that have been missed

I will be in contact with the likely Project Leads at least 2 weeks before we start the transition in their group. In the mean time, I am available to brief any MSD group to describe the AM system and discuss how the transition will occur. Please contact Kymba A’Hearn (x6780) to schedule a briefing (30 minutes).

Thank you,
Rick Kelly RJKelly@lbl.gov, x4088



I am asking for your whole-hearted support during the transition of MSD operations at LBNL to the new Activity Manager system. It will take some of your time and thought in the beginning, but ultimately I think you will find that it is a great improvement over the many scattered work review and authorization systems that are in use at LBNL presently.

*Xiang Zhang
November 2014*