

Rogue Equipment and Materials Know Procurement Requirements

Message from Mike Wisherop, 21 June 2016

Keeping up with the pace of research can be a challenge. However, when the opportunity to speed things up with a piece of equipment that has made its way to the Lab without going through the established procurement process, we can suffer serious consequences. At the Lab, and elsewhere within the DOE, **“Rogue” equipment and/or material has presented electrical, pressure, chemical and radiation hazards which have resulted in shocks, fires, explosions, exposures and contaminations.**



While the DOE does not allow the Lab to receive gifts¹, there is a process to borrow equipment from other institutions (including the UC Berkeley campus) or private business.

- Submit a [Borrow Summary Form](#) to Property Management for authorization prior to delivery of, or bringing any borrowed equipment or material on site.
- Property borrowed from a commercial vendor for testing in anticipation of acquiring the property is the sole responsibility of the division and includes documenting the borrow arrangement in writing, adequately addressing the Lab's liability and managing & controlling the asset until it is either returned to the vendor or formally acquired.
- **All property coming on site, regardless of purpose, must be cleared by EHS.**

Who can help ensure borrowed equipment/material is properly obtained and safe?

- Terry Calarco, MSD Business Manager - x5832
- Carmen Ross, MSD Property Representative - x5671
- Meg Holm, Foundry Senior Administrator in the Molecular Foundry - x5135
- Mike Wisherop, MSD EH&S Manager - x7407
- Paul Johnson, MSD EH&S Technician - x5810
- Sherry Chan, MSD EH&S Technician - x7841
- Carleton Falzone, Foundry EH&S Technician for the Molecular Foundry - x7679
- Kurt Ettinger, EHS Liaison to MSD and Molecular Foundry - x2016

Thank you,

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¹ Gifts may be received by the University of California, and then loaned to the Lab.