

Integrated Safety Management System Activity Report for Q2 2013

May 7, 2013

Doc. No. – SHEA-113480

Contractor Documentation

All contractor activities relating to demolition, decommissioning and decontamination (DD&D) work at DOE facilities at ETEC were suspended in May 2007 and remain on-hold due to the DOE stop order received on May 24, 2007.

Field activities since the February 2013 report were limited to landlord activities including site-wide safety and safe shutdown. These included ISMS inspections, routine radiation surveys/inspections of RMHF and 4024, instrument calibration, and groundwater monitoring. Groundwater monitoring is generally conducted during the 1st and 3rd quarters of each year and well gauging during the 2nd and 4th quarters.

ISMS Safety Audit

An ISMS audit of the eight non-RMHF buildings and associated electrical substations was performed on 5/3/2013. These included buildings 4019, 4024, 4029, 4038, 4057, 4133, 4462, and 4463 and substations 4719, 4757, and 4780. The observations are recorded on the Table 3 audit form (attached).

Injuries

No DOE-related injuries have occurred in 2013.

ORPS Reports

No ETEC ORPS Reports were filed since the February 2013 report.

ORPS Reports are retrieved weekly from the Occurrence Reporting and Processing System and distributed to program personnel to communicate specific and/or generic implications to ETEC activities and the lesson(s) we can learn from the occurrence. 191 DOE-wide ORPS reports were distributed since the February report.

Lessons Learned Reports

Lessons Learned Reports were received for March, April and May 2013 and distributed to program personnel for review and application to ETEC operations.

ETEC Monthly BBS Audits

Three BBS audits were performed in Area IV for this report period and 15 BBS audits were recorded for Boeing Santa Susana overall since the February report.

DOE Operating Experience Summary

Operating Experience Summary 2013-01 was published on 4/2/2013 and distributed to ETEC program personnel.

Health & Safety Audits

After June 2007, DOE facilities were placed in a “safe shutdown” status. Since the February report period, the following inspections/audits were performed:

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FSDF Weekly Inspection Record (Piezometer and Lysimeter Well Monitoring and Area Inspection)

- Nine inspections were performed. Piezometers and Lysimeters remain dry. FSDF cover in good condition. No discrepancies were identified. No corrective actions required.
- Site Services performed weed abatement around each monitoring well and along the unpaved access road.

RMHF Hazardous Waste Container Weekly Inspection Checklist

- Eleven inspections were performed. No discrepancies were identified. No corrective actions required.
- Site Services performed weed abatement throughout the facility within the fence line.

RMHF Quarterly Facility Inspection

- Quarterly inspection not performed. However, the inspection is due in May.

HWMF Closure Weekly Inspection Checklist – (B/4029, B/4133)

- Eleven inspections were performed. No discrepancies were identified. No corrective actions required.

ETEC Weekly Facility Inspection

- Nine inspections were performed. No discrepancies were identified. No corrective actions required.
- Site Services performed weed abatement within the SPTF/CHCF fence line and around B/4024.
- Routine B/4024 groundwater pumping continued.

SSFL Health & Safety

The attached ISMS audit was conducted as well as 28 additional safety audits in Area IV and 22 throughout the remainder of the Santa Susana site by SSFL Health & Safety. No action items remain open other than the four items included in the attached ISMS audit and listed below:

- A 6" section of rebar was observed behind B4038 that was an impalement hazard. **ACTION:** Mark Spenard was advised and committed to have the protruding section bent over or otherwise safed.
- The CDM trailer was not anchored into position, but was observed to be situated on jack stands. Trailer tires were still in place. **ACTION:** CDM (John Wondelleck) advised that CDM is aware of the issue and is pursuing having a vendor properly tie the trailer down.
- A high voltage sign was posted on the gate of electrical substation 4757, but signs are also needed on the other sides. **ACTION:** Site Services will install.
- NFPA 70E signs were not visible on substation 4757. **ACTION:** Site Services will install.

Annual ISMS/HASP/PHA Change

None

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UAW Monthly Safety Meeting

On April 2, 2009, UAW's presence at SSFL came to a conclusion. As such, the UAW monthly safety meeting has been discontinued and there are no indications that these meeting will be convened at SSFL in the future.

ISMS POC: Robert R Mako Date: May 7, 2013
Robert R. Mako

ETEC CLOSURE Desk Instruction

Activity ID SEHSE012	Date 2/1/2013	Revision R-6	ETEC DI 004
Document Title: ETEC CLOSURE ISMS Self-Assessment Plan (SAP)			

FIGURE 1

ISMS Self-Assessment Plan (SAP) Audit Summary				
<u>May 2013</u> Month/Year				
This Audit Summary is to be completed quarterly to ensure that the requirements of EID-04694 have been fulfilled. Copies of audit items listed are to be maintained to provide objective evidence of audit completion.				
No	Audit Item	Auditor Signature	Date	Comments
1	Contractor's documentation reviewed (Category 1 or 2)	<i>RRM</i>	5/3/2013	Updated CH2M Hill HASP reviewed. No change to MWH HASP.
2	ISMS quarterly activity report completed	<i>RRM</i>	5/7/2013	
3	ISMS Site Audit completed	<i>RRM</i>	5/3/2013	
4	Incident Reports reviewed	<i>RRM</i>	5/3/2013	No incident reports for Q2
5	ORPS reports reviewed	<i>RRM</i>	5/3/2013	DOE-wide ORPS reports reviewed and distributed to ETEC personnel
6	Behavior-Based Safety observations reviewed	<i>RRM</i>	5/3/2013	None performed specifically for activities in Area IV
7	DOE Operating Experience Summaries reviewed	<i>RRM</i>	5/3/2013	The OE Summary 2013-01 was received on 4/2/2013, distributed to ETEC personnel and reviewed.
8	EHS audits conducted and reviewed	<i>RRM</i>	5/3/2013	EHS audits were performed throughout SSFL and are reviewed at monthly EHS Council meetnigs.
9	ISMS/HASP/PHA changes reviewed	<i>RRM</i>	5/3/2013	No changes
10	Safety meeting held	<i>RRM</i>	5/1/2013	N/A

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FIGURE 3

Integrated Safety Management System Site Audit		
Date 5/3/2013	Facility - Bldgs.: 4013, 4057, 4462, 4463, 4019, 4024, 4029, 4133, 4719. Electrical Substations: 4719, 4725, 4757, 4780, 4760	Auditor RR Mako
Housekeeping	Inspection Results	Comments
1. Are all work areas, passageways, storerooms, and service areas clean, orderly, and free of hazards?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	<p>1.) A 6" section of rebar was observed behind B4038 that was an impalement hazard. Mark Spenard was advised and committed to have the section bent over or otherwise safed.</p> <p>2.) The CDM trailer was not anchored into position, but was observed to be situated on jack stands. Trailer tires were still in place. CDM (John Wondelleck) advised that CDM is aware of the issue and is pursuing having a vendor properly tie the trailer down.</p> <p>Other than the above, it should be noted that the inspected areas are not operational, with the limited exception of B4029 and 4133 which are permitted hazardous waste storage areas and inspected weekly but not in active use. It was not possible to access to the B4057 lab areas, the Boeing trailer, or the CDM trailer. A detailed inspection of the interior or B4462 and 4463 was not conducted because the partially demolished condition.</p> <p>No housekeeping issues were noted that would be immediately hazardous to entrants. Most areas are used to store large and small items of equipment. There was significant evidence of rodents, birds and spiders. Overall, the areas remain adequately "safed" for the shutdown conditions.</p>

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2. Does the storage or stacking of material prevent tripping, striking against, or hazards from falling materials?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Several large SPTF-related containers were stacked in 4462 but did not appear to pose a falling hazard under the circumstances. B4057 and 4019 along with a number of storage bins were filled with a significant inventory of DOE equipment. These areas are not being used and posed no immediate hazard although the buildings were crowded without specific aiseways.
3. Is there any unauthorized storage of materials?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	None noted
4. Are cables and cords out of walkways?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	B4024 has one long flexible cable providing power to a portable lighting stand.
5. Are tripping hazards either eliminated or marked?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	Trip hazard are present but the areas are adequate for the safe shutdown conditions.
6. Is there clear access to emergency equipment, such as fire extinguishers, emergency exits, emergency eyewash, or shower?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Several extinguishers were noted. Those inspected had current Security and Fire Protection inspection tags. One PIV near B4057 had an out of service tag that had become faded. Security and Fire Protection was notified to replace it.
7. Are emergency lights in working order?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
8. Are floor surfaces free of spills or slip hazards?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	A limited amount of groundwater intrusion through a sample hole was note in B4024. This area is routinely cleaned.
9. Are there any leaking chemical containers or machinery oil spills?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
10. Do aisles around equipment provide at least 24-inches access?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	No blocked active service panels were noted, however, it should again be noted that these areas are not in active use.

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Housekeeping	Inspection Results	Comments
11. Are covers and guardrails provided to protect employees from hazards such as falling into pits or tanks?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
12. Does any condition exist for groundwater intrusion into below grade areas?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	B4024 has a chronic issue in this area. Daily (rainy periods) to weekly (dry periods) inspections are made in this area and intrusion water pumped to a storage area.
13. Are all utilities (natural gas, water, electricity) in working condition?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	Many utilities are out of service in these areas though some remain active.
14. Are there any hazardous conditions outside the building (such as weeds, loose siding, broken doors, windows or leaking roof)?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	Some weed growth was observed, however, abatement is conducted regularly (2-3 x per year)
15. Does the building have a proper security lock?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Electrical	Inspection Results	Comments
16. Is a minimum 36 inches of clearance maintained in front of electrical panels and switches rated for less than 240 VAC?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
17. Is a minimum of 42 inches of clearance maintained in front of electrical panels and switches rated for greater than 240 VAC?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
18. Are all electrical cords routed so they will not be a tripping hazard or be subjected to damage?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	No significant problems were noted in these areas. See item 4 also.
19. Are all junction boxes, electrical panels, and switches of a smooth construction and free of openings?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	No exposed live electrical conductors were observed.

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20. Are breaker and motor control panel doors closed, latched and adequately identified?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
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Electrical	Inspection Results	Comments
21. Are all electrical enclosures such as switches, receptacles, and junction boxes provided with appropriate covers and face plates?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	No active equipment was observed to be exposed.
22. Is there any exposed wiring, including telephone lines, that should be repaired?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Fire Safety	Inspection Results	Comments
23. Is fire fighting equipment conspicuously located and clearly identified?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
24. Are materials, equipment, and trash kept out of the way of fire extinguishers and emergency exits?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
25. Are flammable liquids stored in approved storage containers?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
26. Does all fire extinguishing equipment have inspection tags, and are they up to date?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	See item 6.
27. Is the fire alarm system active (fire sprinklers charged etc.)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	All PIVs observed were open other than that noted at B4057. No further investigation was performed.
Hazardous Materials	Inspection Results	Comments
28. Is a current inventory maintained and Material Safety Data Sheets (MSDSs) available for all hazardous materials?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
29. In case of ongoing work, is the HASP Information Sheet completed and posted in the facility?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Only for B4024, as required.

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Hazardous Materials	Inspection Results	Comments
30. Are hazardous materials stored in proper containers/cabinets, which are clearly marked and kept closed when not in use?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
31. Are incompatible (reactive) materials stored separately?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
32. Are all containers (i.e., bottles, cans, drums, and squeeze bottles) labeled with the original vendor labels or secondary labels?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
33. Have control procedures been implemented to cover safe handling practices for any hazardous materials in the area?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes for B4029 and 4133. Site procedures are in place in the event of an equipment leak, e.g., oil leak.
Personal Protective Equipment (PPE)	Inspection Results	Comments
34. Are personnel wearing the proper PPE for the work being performed?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
35. Is PPE maintained in an easily accessible area and kept in good condition?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
36. Are visitors required to follow proper PPE guidelines when visiting the area?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	All areas are locked against unauthorized entry. B4024 has an inventory of safety glasses for visitor use.
37. Are training records up to date for use of required PPE?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	True for Mark Spenard and Paul Waite.
38. Are there any unsafe conditions outside the electrical substation such as weeds, damaged fencing or gates?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	

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Electrical Substations*	Inspection Results	Comments
39. Are the appropriate warning signs posted e.g. Danger High Voltage and NFPA 70E arc flash and shock hazard warnings?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	Site Services advises that only substation 4757 near B4057 is currently active. The substation appeared in good condition. 3.) A high voltage sign was posted on the gate but are needed on the other sides. 4.) NFPA 70E signs were not visible. Site Services advised that 4719 is out of service for an extended period. 4780 is deactivated. Substations 4725 and 4760 were not found – believed to no longer exist.
40. Is the gate locked?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
41. Off-normal observations?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Environmental Protection	Inspection Results	Comments
42. Are asbestos, lead, mercury, or PCB containing materials or equipment in good condition?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	The subject areas are deteriorating awaiting demolition, however, no areas appeared hazardous for brief visits by occasional visitors.
43. Is any powered equipment, tool, or building system leaking fluids or water?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
44. Are required VCAPCD permits available for affected equipment (e.g., generators \geq 50 HP)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	

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45. Is required VOC emission tracking being performed and documented where required (e.g., painting, solvent cleaning)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
46. Does fugitive dust control appear to be adequate in compliance with VCAPCD Rule 55?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
47. Does hazardous waste appear to be properly managed (labeled, closed, no leaks, etc.)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	No hazardous waste was stored at B4133 or 4029, however, the weekly inspection forms were present at each building and current. The 4038 hazardous waste yard was not inspected since it is inspected weekly. No observations from outside the 4038 hazardous waste yard appeared off-normal.

* **Note:** Any unsafe condition or corrective action involving an electrical substation shall be reported to Site Services and performed only by a qualified electrician.