Prepared By:	Lori Stiegler N. Gmür	Approved By:	Andrew Ackerman	

*Approval signatures on file with master copy.

The only official copy of this document is on file with the NSLS Quality Control Coordinator. Before using a printed copy, verify that it is the most current version by checking the effective date with the Quality Control coordinator.

Revision Log

Frequently Asked Questions about Occupational Health and Safety Management System (OHSAS 18001)

Background: Everyone benefits from having a safe and healthy workplace. Laboratory management is strongly committed to operating BNL in a manner that ensures the health and safety of all personnel, and has adopted the criteria of OHSAS 18001 as a means of accomplishing this objective.

Question 1 - What is an Occupational Safety and Health Management System?
The Occupational Safety and Health Management System is the program through which we seek to assess and reduce risk of injuries and accidents in the workplace. It includes the procedures, training, and other program elements used by Light Sources Directorate to ensure that the ESH policies of the Laboratory are met in our activities. Information on the OHSAS program can be found on the Directorate EMS/OHSAS web page (see link below). Personnel responsible for the various aspects of the Light Sources Directorate OHSAS program are identified in the key contacts list.

Question 2 - What is BNL's Environmental, Safety, Security and Health (ESSH) Policy?
The ESSH Policy established by the Laboratory Director is an important document. Although no one is expected to remember all the details of the policy, you should be aware of how to find it and that the policy makes a strong commitment to:

- Protecting the safety and health of all personnel
- Compliance with all regulations
- Improving how we manage our safety and health activities to reduce risks, injuries, and accidents

Question 3 – What does OHSAS 18001 add to the Light Sources Directorate and BNL safety program?
In addition to the specific criteria that the Light Sources Directorate program must address, OHSAS 18001 calls for active worker participation in the identification, evaluation and control of work place hazards. Although our work planning processes have long emphasized worker participation in the identification and control of hazards, a process called Job Risk Assessment (see EMS/OHSAS link below) provides a means for additional participation in the identification and control of hazards. Other means for increased worker participation are also established.

Question 4 - What is a Job Risk Assessment (JRA)?
A JRA examines the hazards associated with a given activity or task (e.g., work with compressed

gas) and evaluates the risk to workers associated with those hazards. Administrative and engineering controls to reduce the risk are also discussed, and new controls may be established if the risk is judged to be too high. JRAs are performed within the Directorate by workers, supervisors and safety staff.

Question 5 – What efforts does the Light Sources Directorate make to reduce the risk of injury in our work activities?
Annually the NSLS and NSLS-II establish Safety Improvement Plans with specific targets to improve safety performance within the organization (see EMS/OHSAS link below).

Question 6 - What are your OSH responsibilities?

- Be thoughtful in your actions and consider how they might impact your health and safety, and that of your co-workers.
- Be aware of ESH requirements and procedures that apply to your work and adhere to them at all times.
- Complete and maintain current all ESH training identified in your Job Training Assessment.
- Discuss good practices as well as potential hazards, safety concerns, unsafe conditions or practices in your work or at your work site, and suggested controls with your supervisor or line managers.
- Ensure that work planning requirements are followed in your day-to-day activities
- Cease work activity, and/or issue a Stop Work Order upon observing imminent danger, and report the danger immediately to your supervisor or ESH Coordinator.
- Respond to emergencies, alarms, or occurrences in the appropriate manner.

Question 7 - Where can I find more information about the OHSAS program at the Light Sources Directorate?
Check out the Light Sources Directorate EMS/OHSAS Web pages. You can also contact the BNL OHSAS Management Representative), the NSLS OHSAS Management Representative (Andrew Ackerman), the NSLS-II OHSAS Management Representative (Steve Hoey) or any member of the Light Sources Directorate OHSAS/EMS Committee.