

Brookhaven National Laboratory National Synchrotron Light Source		Number: LS-ADM-0001	Revision: A
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Subject: Working on the Roof of Building 725			
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*Document must contain approved signatures for validity.

Purpose:

This document will familiarize the National Synchrotron Light Source (NSLS) Work Control Coordinator's (WCC) with the proper procedures to follow when screening/scheduling work to be performed on the Roof of Building 725.

Scope:

The areas referred to in this document include:

1. The roof directly above the VUV Ring.
2. The roof area between the RF Penthouse and the area above the VUV Ring.
3. Any other areas designated by the NSLS Safety Officer based upon Radiation Surveys or the nature of the work to be done.

This procedure does not apply to passage through the area or occupancy of less than ten minutes in an hour in these areas.

Responsibilities:

NSLS WCC's are responsible for identifying jobs that may include work in the area identified above and for ensuring that the requirements of this procedure are included in the work plans for those jobs.

The NSLS Work Control Manager (WCM) is responsible for ensuring that the requirements of this procedure are considered in the review of work plans.

Supervisors are responsible for ensuring that their workers who will be entering the area identified above understand and have been instructed to comply with the requirements of this procedure.

NSLS Control Room Operators are responsible for restricting injection into the VUV Ring as required by the NSLS Ops Procedure LS-OPS-0033 when they have been notified of work in progress in the areas identified above.

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Procedure:

1. A member of the work crew assigned to work on the roof shall **notify the Control Room Operator** at the beginning of the workday or after any extended lunch or break periods **before commencing or returning to work on the roof**. The operator should discuss the expected injection schedule and determine how to communicate to workers in the event of an unscheduled injection. **(Work crew may sign out Voice Beeper #2302 for notifications from the Control Room Operator. Verify Operation of Voices Beeper and condition of battery due to infrequent usage).** **When notified of an injection, workers shall leave the roof area, contact the Control Room at ext. 2550 and remain off the roof until confirmation of an "All Clear" message is received from the Control Room.**
2. At the end of each workday or before lunch or any other extended break, a member of the work crew shall inform the Operator that no workers shall occupy the designated area until further notice. **Workers must notify the Control Room operators before returning to work on the roof.**
3. The beeper shall be turned in at the end of each work day.
4. At the completion of the job, a member of the work crew shall notify the Operator of the completion of the job and return the Voice Beeper to the Control Room.

NSLS REVISION/REVIEW LOG	
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> See NSLS Quality Control Coordinator for review signatures <

REVISION TABLE		
Rev	Description	Date
A	Initial document created from temporary procedure	08/15/01

REVIEW TABLE			Document Review Period
(Complete sections below within the established Document Review Period when reviewing controlled documents already approved and in circulation)			3 Years
Rev	Date	Reviewed By:	Reviewed By: