

**NSLS ENVIRONMENTAL MANAGEMENT SYSTEM
OPERATIONAL CONTROLS FORM**

OPERATIONAL CONTROL FOR SIGNIFICANT ENVIRONMENTAL ASPECTS: <u>ELECTRICAL/MECHANICAL EQUIPMENT MAINTENANCE;</u> <u>HAZARDOUS & INDUSTRIAL WASTE, LIQUID DISCHARGE;</u> <u>CHEMICAL STORAGE (STORAGE, PCB'S, SPILLS).</u>	COMPLETED BY: <u>A. ACKERMAN, D. BAUER</u> DATE: <u>DECEMBER 23, 2003</u> REV1 PAGE: 1 OF 3
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1. Operations:

Electrical/Mechanical Equipment Maintenance: NSLS-466-EMM. Includes maintenance activities associated with the Power Systems Group, Interlock Group, Radio Frequency Group and Controls and Diagnostics.

- 2. Activities:**
- 1) Storage of chemicals and oils.
 - 2) Dispensing and use of chemicals and oils.
 - 3) Disposal of chemicals, oils, and oil contaminated rags.

- 3. Operational Controls:**
1. Tier 1 Inspection.
 2. Chemical Management System.
 3. Work Planning Subject Area.
 4. Operational Control Form
 5. NSLS ES&H Policies and Requirements Manual
 - LS-ESH-PRM-6.1.0, Oil/PCB Management
 - LS-ESH-PRM-7.0.0, Hazardous Waste Management
 - LS-ESH-PRM-9.0.0, Local Emergency Plan
 6. Subject Areas
 - Hazardous Waste Management
 - Spill Response
 - Storage and Transfer of Hazardous Materials
 - PCB Management
 7. Secondary containment of all liquids (trays, cabinets, etc...)
 8. Sink Posting.
 9. Training as identified in the BTMS.
 - Read and Sign Training Form "Mechanical and Electrical Assembly" for Mechanical and Electrical Engineers and Technicians.

4. Maintenance Plan: Not Applicable.

5. Actions to be Taken if Controls Fail:

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Follow the Local Emergency Plan, located in the NSLS ES&H Policies and Requirements Manual, or specific procedures posted in work area, if applicable.

- 6. Records:**
- 1) Tier 1 database.
 - 2) Work Permit
 - 3) Chemical Management System database.
 - 4) Operational Control Form.
 - 5) NSLS maintenance tracking database (MARTI).
 - 6) Waste disposal forms (Waste Management Facility maintains)
 - 7) Brookhaven Training Management System (BTMS) records.
 - 8) Signed Read and Sign training forms
 - 9) PAFs 466.

7. Responsibilities:

Name	Responsibility
NSLS Supervisors	<ul style="list-style-type: none"> • Assure proper use of secondary containment, and CMS system. • Review proposed work and assure referral of appropriate operations to the NSLS Work Control Manager. • Respond to Tier 1 findings and required corrective actions. Assure implementation waste disposal procedures.
NSLS Technical Staff	<ul style="list-style-type: none"> • Adhere to BNL waste disposal requirements. • Act to control and report chemical spills.
NSLS Safety Engineer	<ul style="list-style-type: none"> • Complete Tier 1 inspections and report findings to supervisors. • Track corrective actions. • Maintain supply of spill control materials.

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<p>NSLS ECR</p>	<ul style="list-style-type: none"> • Development and maintenance of OCF forms and PAFs. • Provide staff support to assure work is done in compliance with relevant regulations.
<p>NSLS Training Coordinator</p>	<ul style="list-style-type: none"> • Maintains training database, tracks and reports training status to staff.
<p>8. Training: Personnel have complete Job Training Assessments (JTA's)</p>	