

PHYSICS DIVISION ESH BULLETIN 2004-7

3/24/04

CHANGES IN THE SCOPE OF WORK THAT REQUIRE RESEARCH SAFETY SUMMARY MODIFICATIONS AND/OR END STATION REVIEWS

Reference: SBMS Subject Area Work Control, Procedure Work Control in Research and Development

<http://sbms.ornl.gov/sbms/sbmsearch/subjarea/wppc/WPPC2Proc1.cfm>

Research Safety Summaries (RSSs) identify hazards associated with work and define controls to be used while performing the work. The RSS constitutes a safety envelope for the work. Exceeding either the hazard level/type or the capability of the control to mitigate the hazards constitutes violation of the safety envelope and requires a revision of the RSS. Changes to existing hazards or introduction of new hazards that do not modify the safety envelope, as determined by the Project/Task Leader, are considered equivalent hazards and do not require a new review or revision. Performing a review is recommended in situations where there is doubt concerning the equivalence of the hazard.

Any of the following will require a revision of the RSS and/or an end station review:

1. Answering "yes" to any hazard screening question presently answered "no".
2. Any change in hazard which does not change a "no" to a "yes" but which might lead to a need to change controls:

EXAMPLES:

- Upgrading a laser classification from 3a to 3b or 4*
 - Scaling up quantities of hazardous materials by a factor of more than 5
 - Production of unanticipated materials in a process or experiment
 - Introduction of acutely toxic materials
 - Introduction of highly carcinogenic materials
 - Equipment modifications
3. Judging that a prudent Project/Task manager would request additional Environment, Safety, and Health (ESH) Subject Matter Expert (SME) involvement.

*Laser procedures (3b or 4) need review any time a change is made and the Laser Safety Officer must be notified.