



### Your ES&H Responsibilities:

#### Integrate Safety Into All Your Work Activities

*ESD is committed to performing work safely and in a manner that ensures protection of employees, the public, Laboratory assets and the environment. ESD's line and Program management, its staff, contractors, students, and guests are responsible and accountable for the safe performance of work, and will exert sufficient care, and provide resources toward the safe conduct of its operations.*

### ISM Five Core Functions

### Resources, Tools for Implementing ISM

PLANNING

#### 1. Define Work

- Clear definition of the tasks to be accomplished as part of any given activity.

ESD & LBNL's ISM plans  
Proposal Initiation Form/Safety Review Questionnaire  
Discussion with Labspace Lead PI  
Off-Site Safety & Environmental Protection Plans (OSSEPPs)  
Position description, employee performance evaluations  
Know line management from you to Dr. Chu

#### 2. Analyze Hazards

- Identification and analysis of the hazards, risks, and environmental impacts associated with any activity.

OSSEPPs  
Job Hazard Analysis (JHA)  
EH&S training  
On the job training (specify and document in lab safety primer)  
Consult EH&S subject matter experts

#### 3. Develop Controls

- Controls sufficient to reduce the hazards and impacts associated with any activity to acceptable levels.

Hazardous Equipment List  
Proposal Initiation Form/Safety Review Questionnaire  
Ergo practices (for computer and lab/shop work)  
Pub. 3000, Ch. 6, Safe Work Authorizations  
Labspace Lead PI Approvals

WORKING

#### 4. Perform Work

- Work in accordance with the established controls.

Lab Safety Primer  
OSSEPPs  
Ergo practices (for computer and lab/shop work)  
Health and Safety At A Glance  
Emergency Flip Charts  
Know STOP WORK policy

ASSESSING

#### 5. Obtain Feedback and Improve Plan/Work

Safety Walkthroughs, MESH, develop and close-out corrective actions  
SAARs  
All means of Safety communication  
Employee Performance Evaluations  
Annual Self-Assessment