



U.S. Department of Energy  
**Office of River Protection**

P.O. Box 450, MSIN H6-60  
Richland, Washington 99352

DEC 31 2007

07-ESQ-241

Dr. J. G. Hwang, President  
Advanced Technologies  
and Laboratories International, Inc.  
P.O. Box 250  
Richland, Washington 99352

Dear Dr. Hwang:

CONTRACT NO. DE-AC27-05RV14548 – ASSESSMENT REPORT A-07-ESQ-ATL-003 –  
ASSESSMENT OF OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION  
(OSHA) INJURY/ILLNESS RECORDKEEPING, DECEMBER 3 THROUGH 7, 2007

This letter forwards the results of the U.S. Department of Energy (DOE), Office of River Protection (ORP) assessment of the Advanced Technologies and Laboratories International, Inc. (ATL) OSHA Injury/Illness Recordkeeping Program conducted from December 3 through 7, 2007 (attached).

The assessor identified no findings or observations. ATL had implemented processes that satisfied OSHA 29 Code of Federal Regulations 1904, "Recording and Reporting Occupational Injuries and Illnesses," and the DOE Environmental Safety and Health Reporting Manual, DOE M 231.1-1A, both required by the contract. ORP acknowledges continued accurate and timely reporting of injury/illness events.

The attached Assessment Report, A-07-ESQ-ATL-003, documents the details of the assessment.

If you have any questions, please contact me, or your staff may contact Paul R. Hernandez, Office of Environmental Safety and Quality, (509) 376-2209.

Sincerely,

A handwritten signature in black ink, appearing to read "William J. Taylor". The signature is fluid and cursive, with a large loop at the end.

William J. Taylor, Assistant Manager  
Office of Environmental Safety and Quality

ESQ:PRH

Attachment

cc w/attach:  
S. W. Sanders, PAC  
C. R. Ungerecht, PAC  
ATL Correspondence

U.S. DEPARTMENT OF ENERGY  
Office of River Protection  
Environmental Safety and Quality

ASSESSMENT: Occupational Safety and Health Administration Injury/Illness  
Recordkeeping Review Advanced Technologies and Laboratories  
International, Inc.

REPORT: A-07-ESQ-ATL-003

FACILITY: ATL 222-S Analytical Services Production Contractor

LOCATION: Hanford Site

DATES: December 3 through December 7, 2007

ASSESSORS: Paul R. Hernandez, Lead Assessor

APPROVED BY: Patrick P. Carier, Team Lead  
Verification and Confirmation Team

## **Executive Summary**

The U.S. Department of Energy (DOE), Office of River Protection (ORP) staff evaluated the Advanced Technologies and Laboratories International, Inc.'s (ATL) Occupational Safety and Health Administration (OSHA) Injury/Illness Recordkeeping Program. The ORP staff reviewed the effectiveness of the Contractor's implementation of procedures and practices that satisfy the requirements of OSHA 29 Code of Federal Regulations (CFR) 1904, "Recording and Reporting Occupational Injuries and Illnesses." In conducting this assessment, ORP staff reviewed procedural requirements, interviewed several employees, and examined records pertaining to the assessment subject.

The assessors concluded that ATL had effectively implemented the requirements of OSHA 29 CFR 1904 and DOE M 231.1-1A. The reviewer identified no findings or observations. ORP acknowledges continued success in ATL injury/illness safety records, procedures, and categorization of injury/illness events.

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## **List of Acronyms**

AMH	AdvanceMed Hanford
ATL	Advanced Technologies and Laboratories International, Inc.
CAIRS	Computerized Accident/Incident Reporting System
CFR	Code of Federal Regulations
CTS	Carpal Tunnel Syndrome
DOE	U.S. Department of Energy
ORP	Office of River Protection
OSHA	Occupational Safety and Health Administration
ROV	Record of Visit

# **Occupational Safety and Health Association (OSHA) Injury/Illness Recordkeeping Review Advanced Technologies and Laboratories International, Inc. (ATL)**

## **Scope**

From December 3 through 7, 2007, the U.S. Department of Energy (DOE), Office of River Protection (ORP) evaluated ATL's OSHA Injury/Illness Recordkeeping Program.

## **Details**

The assessor examined relevant documentation including safety records, employee medical records, and Computerized Accident/Incident Reporting System (CAIRS) database entries. The assessor interviewed ATL's Safety Specialist responsible for implementing the recordkeeping program, and three ATL employees who sustained injuries and had sought medical services from AdvanceMed Hanford (AMH) between June and December 2007.

### Review of Procedures

Written procedures that describe a clear process for reporting injuries for CAIRS and OSHA recordkeeping purposes are required for a DOE contractor to meet the minimum requirement in the DOE Environmental, Safety, and Health Reporting Manual, DOE M 231.1-1A. ATL implemented the following OSHA Recordkeeping Program procedures:

- ATL procedure ATL-312, Section 10.02, Revision 2, "Responding and Reporting Injuries, Illnesses, and Accidents," dated April 23, 2007; and
- ATL procedure ATL-312, Section 10.01, Revision 2, "Accident/Incident Event Record Keeping (CAIRS/OSHA 300)," dated April 19, 2007.

The assessor concluded the above procedures included the elements essential for successful implementation of OSHA recordkeeping processes. The latest revisions clarified and strengthened the steps and decision making processes outlined in earlier versions of the procedures.

### Comparison of CAIRS Data to Case and Medical Files

The ORP assessor reviewed the CAIRS production database for ATL. The assessor found no ATL entries from June through December 2007, due to the fact that there were no recordable injuries during the period. ORP analyzed all first aid cases for the June through December period. The assessor reviewed the ATL case files for seven events involving employees who required first aid during those six months. A review of these files verified that an AMH Record of Visit (ROV) form was included in the patient's case

file if the employee sought first aid services. Three of the first aid cases involved pain and numbness typically associated with tasks involving repetitive motions performed over extended periods of time. Two of the ROVs included instructions recommending the employee see their private medical provider.

One of the employee's ROVs described the early symptoms of carpal tunnel syndrome (CTS) and the recommendation for the employee to follow up with their private medical provider. At the time of this assessment this case was correctly classified as first aid only. No treatment beyond first aid had been administered. If additional treatment is required the recordability of this case may change and ORP will review the case during future assessments.

A second employee's ROV described the early symptoms involving neck pain and CTS and the recommendation for the employee to follow up with their private medical provider. At the time of this assessment this case was correctly classified as first aid only. No treatment beyond first aid had been administered. As in the prior case, if additional treatment is required the recordability of this case may change. ORP will review the case during future assessments.

A third employee's ROV described discomfort from a pinched nerve experienced after the employee performed manipulator work. In this case the employee was under the care of an offsite chiropractor on a semi-regular basis, attributed to a non work-related event years ago. At the time of this assessment the chiropractic treatment had not been attributed to a work event and the case was correctly classified as first aid only. If additional treatment is required the recordability of this case may change. If so, ORP will review the case during future assessments.

### Conclusions

The ORP assessor concluded that ATL revised procedures adequate for Injury/Illness Recordkeeping as required by OSHA 29 CFR 1904, "Recording and Reporting Occupational Injuries and Illnesses." Injury and illness records were completed and maintained. No incorrect reporting in terms of OSHA recordability requirements was found during this assessment. As a result ORP identified no findings or observations. ORP acknowledges continued success in ATL injury/illness safety records, procedures, and categorization of injury/illness events.

### **Items Opened**

None

### **Items Closed**

None

**Signatures**

*Paul Hernandez 12/20/07*

Paul R. Hernandez, Lead Assessor

*[Signature] 12/20/07*

Patrick P. Carier, Team Lead  
Verification and Confirmation Division



**Task# ORP-ESQ-2007-0251**

E-STARS<sup>R</sup> Report  
 Task Detail Report  
 12/31/2007 1020

TASK INFORMATION			
<b>Task#</b>	ORP-ESQ-2007-0251		
<b>Subject</b>	CONCUR:07-ESQ-241; ASSESSMENT REPORT A-07-ESQ-ATL-003 - ASSESSMENT OF OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION INJURY/ILLNESS RECORDKEEPING, DECEMBER 3 - 7, 2007		
<b>Parent Task#</b>		<b>Status</b>	CLOSED 12/31/2007
<b>Reference</b>	07-ESQ-241	<b>Due</b>	
<b>Originator</b>	Gano, Becky (Gano, Becky)	<b>Priority</b>	High
<b>Originator Phone</b>	(509) 376-6004	<b>Category</b>	None
<b>Origination Date</b>	12/20/2007 1306	<b>Generic1</b>	
<b>Remote Task#</b>		<b>Generic2</b>	
<b>Deliverable</b>	None	<b>Generic3</b>	
<b>Class</b>	Long Term	<b>View Permissions</b>	Normal
<b>Instructions</b>	Correspondence is being routed for concurrence via hard copy instead of electronically. Once you receive the correspondence, please approve or disapprove electronically via E-STARS and route to next person on the routing/concurrence list.  BCC: ESQ OFF FILE ESQ RDG FILE C.B.REID, AMD P.P.CARIER, ESQ P.R.HERNANDEZ, ESQ W.J.TAYLOR, ESQ  RECORD NOTE:		
ROUTING LISTS			
1	Route List		Inactive
	<ul style="list-style-type: none"> <li>Hernandez, Paul R - Review - Concur - 12/20/2007 1600 <i>Instructions:</i></li> <li>Carier, Patrick P - Review - Concur - 12/31/2007 0953 <i>Instructions:</i></li> <li>Noyes, Delmar L - Review - Concur - 12/21/2007 1401 <i>Instructions:</i></li> <li>Taylor, William - Approve - Approved with comments - 12/31/2007 1019 <i>Instructions:</i></li> </ul>		
ATTACHMENTS			
Attachments	1. 07-ESQ-241 ATL LTR Assessment Report A-07-ESQ-ATL-003 OSHA Injury-Illness Recordkeeping Dec 3 thru 7 2007.doc 2. 07-ESQ-241 att Assessment Report A-07-ESQ-ATL-003.doc		
COLLABORATION			
COMMENTS			
<b>Poster</b>	Taylor, William (Gano, Becky) - 12/31/2007 1012		

**RECEIVED**

DEC 31 2007

**DOE-ORP/ORPCC**

<b>Task# ORP-ESQ-2007-0251</b>
--------------------------------

Approve

Lori Huffman signed for Bill Taylor, as Acting ESQ, on 12/31/07.

**TASK DUE DATE HISTORY**

*No Due Date History*

**SUB TASK HISTORY**

*No Subtasks*

-- end of report --

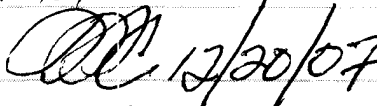

<b>Task# ORP-ESQ-2007-0251</b>
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E-STARS<sup>®</sup> Report  
Task Detail Report  
12/20/2007 0111

**TASK INFORMATION**

<b>Task#</b>	ORP-ESQ-2007-0251		
<b>Subject</b>	CONCUR:07-ESQ-241; ASSESSMENT REPORT A-07-ESQ-ATL-003 - ASSESSMENT OF OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION INJURY/ILLNESS RECORDKEEPING, DECEMBER 3 - 7, 2007		
<b>Parent Task#</b>		<b>Status</b>	Open
<b>Reference</b>	07-ESQ-241	<b>Due</b>	
<b>Originator</b>	Gano, Becky (Gano, Becky)	<b>Priority</b>	High
<b>Originator Phone</b>	(509) 376-6004	<b>Category</b>	None
<b>Origination Date</b>	12/20/2007 1306	<b>Generic1</b>	
<b>Remote Task#</b>		<b>Generic2</b>	
<b>Deliverable</b>	None	<b>Generic3</b>	
<b>Class</b>	Long Term	<b>View Permissions</b>	Normal
<b>Instructions</b>	<p>Correspondence is being routed for concurrence via hard copy instead of electronically. Once you receive the correspondence, please approve or disapprove electronically via E-STARS and route to next person on the routing/concurrence list.</p> <p>BCC: ESQ OFF FILE ESQ RDG FILE C.B.REID, AMD P.P.CARIER, ESQ P.R.HERNANDEZ, ESQ W.J.TAYLOR, ESQ</p> <p>RECORD NOTE:</p>		

**ROUTING LISTS**

1	Route List	Active
	<ul style="list-style-type: none"> <li>● Hernandez, Paul R - Review - Awaiting Response - Due Date <i>Instructions:</i> PRH 1/20/07</li> <li>● Carier, Patrick P - Review - Awaiting Response - Due Date <i>Instructions:</i>  12/20/07</li> <li>● Noyes, Delmar L - Review - Awaiting Response - Due Date <i>Instructions:</i> DLN 12/21/07</li> <li>● Taylor, William - Approve - Awaiting Response - Due Date <i>Instructions:</i>  12/31/07</li> </ul>	
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**COLLABORATION****COMMENTS**

No Comments