

# **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

**June 2012**

## **1.0 INTRODUCTION**

In fiscal year (FY) 11 Washington Closure Hanford (WCH) Safety and Health Program focused on the following areas for improvement:

- General Safety and Health Improvements
- Working Toward an Injury-Free Workplace-Incident Severity reduction
- Subcontractor Oversight: Fall Protection – Elevated Work Improvement/IWCP/Job Hazard Analysis
- Site Wide Program Implementation
- Human Performance Initiative Awareness
- Competent Person Review and Update
- IH Program Implementation

Significant progress was made in many areas, including the submission and verification of the ISMS Declaration which outlined the specific improvement areas and accomplishments made throughout FY11. Areas for additional improvements were also identified and are included in the FY12 improvement plan to continue the trend of continuous improvement WCH. This plan will be managed and tracked by management via the Plan-of-the-Week and updated on a quarterly basis.

## **2.0 AREAS FOR IMPROVEMENT**

The S&H Program Improvement Plan (SHIP) for FY12 will focus on both program development and program execution in the field. A common goal for both the S&H program and field execution is successfully maintaining the Department of Energy (DOE) Integrated Safety Management System (ISMS) and the Voluntary Protection Program (VPP) “Star” status. The ISMS and VPP focus areas for FY12 will be integrated into the Safety and Health Program and included in the overall employee involvement goals and initiatives. Actions included in this plan will provide continuous improvement to the overall Safety and Health Program and strengthen the implementation of the WCH ISMS and VPP. The FY12 SHIP has been divided into six (6) improvement areas:

2.1 General Safety and Health Improvements. General improvements for the S&H program include the following emphasis areas:

- 2.1.1 Effective communication of safety information via the Weekly Roundup
- 2.1.2 Providing topical information based upon seasonal information and project events
- 2.1.3 Outlining emphasis campaigns to raise awareness in the general S&H program focus area.

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- 2.2 Working Toward an Injury-Free Workplace-Incident Severity Reduction for FY11 will focus on three (3) areas 1) Incident analysis, 2) S&H Focus Campaigns, and 3) Proactive approach to incident trends. Actions identified for improvement in this area include:
  - 2.2.1 Tracking and trending all incidents to include first aid, recordable, and lost time incidents to provide trending data.
  - 2.2.2 Review of injuries and illnesses and implement improvement actions.
  - 2.2.3 Provide trend data for incidents by project. Develop additional performance indicators as necessary to track and trend specific areas of emphasis.
  - 2.2.4 Initiate focus campaigns for areas identified with adverse trends.
  - 2.2.5 Provide information to all personnel on the incidents, the lessons learned, and the methods to prevent reoccurrence.
  
- 2.3 Integrated Work Control Process - Re-establish the SOP for all employees through the integration of established and implemented programs (i.e., ISMS, VPP, EMS, Work Control, etc.).
  - 2.3.1 Document and distribute the information, communication, and activities to support the implementation of the tenets of SOP...Follow the Instruction, Ask the Question, Fix It Now, and Own the Result.
  - 2.3.2 Conduct oversight and review of work control documents and make improvements as necessary.
  
- 2.4 Subcontractor Oversight-Determine and evaluate the overall health of the subcontractor safety program criteria as set forth in contract requirements.
  - 2.4.1 Review the subcontractor safety program via field observations, assessments and Subcontract Technical Representative Oversight to determine overall safety and health program performance.
  - 2.4.2 Evaluated on a quarterly basis.
  
- 2.5 Site Wide Program implementation. Effectively analyze and incorporate the issued and contractually incorporated site wide programs into the WCH processes, procedures, and document hierarchy. Site Wide Program implementation emphasis areas include:
  - 2.5.1 Participate and provide input to the site wide committees.
  - 2.5.2 Incorporate, as applicable, the requirements and program elements of the approved site wide programs.
  - 2.5.3 Communicate and provide training/briefings/awareness information as necessary to affected employees.

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2.6 Safety Culture-ensure safety initiatives, programs, and/or awareness campaigns are developed and implemented project wide to continue to foster an improving safety culture.

2.6.1 Safety Culture efforts will be communicated to all employees and tracked through the quarterly reports.

2.6.2 Communication and implementation will be measured by evaluating the participation in the program and LSIT initiatives, LSIT log book entries, periodic self assessments, injury/illness rates, and documented in the ISMS/VPP annual review..

### **3.0 IMPLEMENTATION OF IMPROVEMENTS**

Improvements will be made throughout the year with updates documented on a quarterly basis. Incorporation of additional focus areas will be added in FY12 as needed to ensure continuous improvement of the S&H program. This information will be provided to both the staff and craft personnel via:

1. Posting of the five main focus areas in both the office and field areas
2. Communication of the focus areas in the Plan of the Day (POD) and LSIT meetings
3. Review of the status of improvements of the focus areas at monthly safety meetings and POD and LSIT meetings
4. Communicating monthly updates via the S&H Weekly Roundup or other communication mechanism to all site personnel.

### **4.0 ONGOING IMPROVEMENT ACTIONS**

Improvements throughout FY12 will be documented via this SHIP as applicable for each focus area.

#### **4.1 General Safety & Health Improvements**

##### October:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - Change Your Attitude
  - What Can the CDC Do for You
  - Fall Poison Safety Tip
  - Stress Management
  - Fall Protection Video-Shows just how fast and unexpected an actual fall can be.
  - Danger of Energy Saving Light Bulbs
  - Awareness After the Fact
  - Construction Safety: Choice or Chance
  - Consumer Products that Contain Radioactive Materials
  - Halloween Safety Fact Sheet
  - Hanging Holiday Decorations

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Electrical Emphasis
  - Electrical Shock Incident
  - Electricians Violated Requirements of a Work Package-Hanford Site
- Safety Events
  - Fermi Flu Shot Event
  - 100C-7 Safety Achievement: 90 Day Celebration
- Safety Initiatives
  - LSIT WOW and Above and Beyond.
  - Vehicle Safety-360 and Pedestrian Safety
- ISMS/VPP Information
  - Development of the 2012 POMCs.
- Health Focus Information
  - Flu Vaccine Myths and Facts.
  - Hanford Flu Schedule
  - Seasonal Flu
- Fire Protection/Emergency Preparedness
  - Media Fire Danger Press Release
  - Fire Extinguishers
  - Bedroom Fire Safety.
- Holiday Refocus
  - None this month.
- New Procedures/Processes/Review
  - None this month.

### November:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - Smoke Detector Battery Change Out
  - Top 10 OSHA Fall Protection Violations
  - Flammable Liquids
  - Holiday Safety
  - Cold Weather PPE
- Electrical Emphasis
  - None this month.
- Safety Events
  - 100N D4 Safety Achievement: 90 Day Celebration
- Safety Initiatives
  - Vehicle Safety-360 parking lot safety-speed signs and flashing lanyards for better visibility and speed reduction
  - Stair Safety-added signs to the stair steps reminding personnel to hold the hand rails.
- ISMS/VPP Information
  - Submitted 2012 POMCs and the 2011 ISMS Declaration to DOE-RL.
- Health Focus Information
  - None this month.

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- Fire Protection/Emergency Preparedness
  - Proper storage and shipment of chemicals
- Holiday Refocus
  - Thanksgiving Refocus with emphasis on disciplined operations, vehicle safety and safety culture.
- New Procedures/Processes/Review
  - Fall Protection, DOE-0346 Rev. 0/ WCH-SH-1-3.7
  - Confined Space, DOE-0360 Rev. 0/WCH-SH-1-3.5

### December:

- Safety
  - Bulletins/Awareness/Toolbox
  - Tips/Take 5 for Safety
    - Holiday Safety-reminders
    - Holiday food tips
    - Eye Protection
    - Government Issued Clothing under PPE
    - Watch Your Step-emphasis on slips, trips, and falls
- Electrical Emphasis
  - None this month.
- Safety Events
  - Driving/Pedestrian Safety
- Safety Initiatives
  - Hold the Handrail-stair safety
- ISMS/VPP Information
  - Received review and approval of the 2011 ISMS Declaration and FY 12 POMCs from DOE.
- Health Focus Information
  - Update on the CSC Examination Process-two phase appointment process
- Fire Protection/Emergency Preparedness
  - Proper fuel container use.
  - Inclement Weather Hotline and Guidelines
- Holiday Refocus
  - Holiday Refocus with emphasis on vehicle safety, disciplined operations and safety culture.
- New Procedures/Processes/Review
  - Lessons Learned Procedure out for review.
  - Industrial Hygiene Forms and On the Job Training reviewed and revised for work at 618-10 work activities.



## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

### January:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - Cell Phone Law Update
  - Office Traps
  - Preventing Slips, Trips, and Falls
  - Personal Protective Equipment
  - DOE Operating Experience Summary
  - Top Ten of 2011's Notable Workplace Fatalities
  - URS Safety Refocus
  - Watch Over Employees Who Work Overtime
  - Fall Protection Training Equipment
  - Be Aware of Signs and Surroundings
  - Is Housekeeping a Dirty Word on the job
- Electrical Emphasis
  - None this month.
- Safety Events
  - All Hands Safety/Project Meeting-Recognized for achieving over 6 million safe work hours. Provided safety recognition awards for all employees.
- Safety Initiatives
  - "Why Do You Drive Safely" Campaign
- ISMS/VPP Information
  - Guiding Principle No. 1-Line Management Responsible for Safety
- Health Focus Information
  - CSC Examination Process Update Information
  - Carcinogens-Anything that Causes Cancer
  - February-Heart Health Month
- Fire Protection/Emergency Preparedness
  - None this month.
- Holiday Refocus
  - Holiday Refocus with emphasis on vehicle safety, disciplined operations and safety culture.
- New Procedures/Processes/Review
  - None issued this month.

### February:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - What Drives Workplace Safety?
  - Safety Culture Positive Indicators
  - Energy efficiency light bulbs
  - Hands on Advice to Protect Your Hands
  - Security Badge Reminder
  - Fermi Building Safety Reminder
  - Eye Safety
  - Minimizing Risk of Electrical Fires
  - Care and Use of Hard Hats-Hard Hat Expiration Date
  - Hazards of Not Correcting a Safety Issue

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Electrical Emphasis
  - Electrical Safety During Winter.
- Safety Events
  - 118-K 1 Completed Safely.
- Safety Initiatives
  - Taking Safety to the Next Level
- ISMS/VPP Information
  - Guiding Principle No. 1-Line Management Responsible for Safety
  - Guiding Principle No. 2 Clear Roles and Responsibilities
- Health Focus Information
  - February-Heart Health Month
  - Don't Ignore the Pain of a Strain
  - Prescription Drug Abuse in the Workplace
  - Nutrition
  - Hearing Protection Safety
- Fire Protection/Emergency Preparedness
  - None this month.
- Holiday Refocus
  - President's Day Refocus-Safety, Above and Beyond, Fitness for Duty, Human Performance
- New Procedures/Processes/Review
  - Successful submission of the annual VPP report.

### March:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - Hand Tool Safety
  - Information on Tool Modification-Don'ts
  - Slips, trips, and Falls
  - Daylight Savings-check your smoke and CO Detectors
  - Ladder Safety
  - Manual Operator Risks
  - Preventing Slips, Trips, and Falls
  - Waste Minimization
  - Fact Sheet Black Widow Spiders
- Electrical Emphasis
  - Electrical ALARA review
- Safety Events
  - Fermi Health Fair
  - Conducted and OSHA Recordkeeping Class for safety personnel to obtain the latest information on recordability and recordkeeping of safety incidents.
- Safety Initiatives
  - Updated use of Stair rail Poster
  - Fermi Cleanup Campaign
- ISMS/VPP Information
  - Develop and Implement Controls

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- VPP Awareness Tip #1-Hazard Prevention and Control
- VPP Awareness Tip #2-Hazard Analysis
- Perform Work Within Controls
- Health Focus Information
  - Heart Disease information
  - Heart Health Risk Factors
  - Healthy vision at the Computer
  - Tobacco Cessation
  - Power up with breakfast
  - Medical Assessments
  - URS Health and Wellness
  - Heart Healthy Nutrition
- Fire Protection/Emergency Preparedness
  - Welding Safety
  - Fire Marshall Advisory: Fire Extinguishers for Vehicles
- Holiday/Topic Refocus
  - Fall Protection Focus Areas
- New Procedures/Processes/Review
  - Nuclear Safety Culture Policy

### April:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - Lightning Facts...part 1, 2, and 3
  - OSHA Fact Sheet-Brown Recluse Spiders
  - A Day in the Life of an ERDF Can
  - Lawn Mowing Essentials
  - Waste Minimization
  - Biting and Stinging Insects
  - UVA/UVB Skin and Eye Protection
  - Insect Stings
  - Stress Awareness Month
- Electrical Emphasis
  - Lockout Tagout
  - National Electrical Safety Month Presentation
  - Electrical Safety and You
- Safety Events
  - 100C-7 90 Day Celebration
  - 100 N FR 90 Day Celebration
  - SMU- 90 Day Celebration: Hands on Safety
  - Warehouse 90 Day Celebration: Focus on Falls
- Safety Initiatives
  - Fermi Housekeeping Initiative
  - Focus on the Fundamentals-Auto
  - Focus on the Fundamentals-Beat the Heat
  - ERDF-Healthy Living Campaign
  -
- ISMS/VPP Information
  - Completed the POMC quarterly report FY 2012 2<sup>nd</sup> Quarter.



## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- VPP Tip #3, Post Job Reviews, Critiques, and Lessons Learned
- VPP Tip #4, Worksite Analysis
- VPP Tip #5, Permits and Postings
- VPP Tip #6, Hazard Prevention and Control: Certifications and Competencies and Hazard Control Methods
- Training Attendance
- Health Focus Information
  - Living Right Health and Wellness
  - Heart Health: Exercise
  - Heat-Related Illness
  - Healthy Eating on the Run
- Fire Protection/Emergency Preparedness
  - New Fire Marshall Advisory-Off Road Vehicles
  - Guide to portable fire extinguishers
- Holiday Refocus
  - None this month.
- New Procedures/Processes/Review
  - Hazard Identification and Mitigation document updated to address
    - Equipment Projectile/Exclusion Zones
    - Inclement Weather
    - JHAs
    - Site Wide for Fall Protection (DOE-0346)
    - Site Wide for Confined Space (DOE-0360)

### May:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - Waste Minimization
  - Heat Stress
  - Home Safety for the Elderly
  - Safety Alert-Fall Fatality During Platform Abandonment
  - Review of safety incidents for WCH to include self-treat, first aids, and vehicle incidents
  - Provide Feedback and Continuous Improvement
  - Fork Lift Safety
  - Proper Work Attire
  - Household Chemical Dangers
  - Be Aware of Dangers in Hybrid Vehicles
- Electrical Emphasis
  - Electrical Safety Focus Presentation
  - Basic Lockout Guidelines
  - Component Labeling
  - Arc Flash Event with photos
- Safety Events
  - Health and Safety Expo..."Safety is Not Alien to WCH"
- Safety Initiatives
  - Fermi Clean Up
- ISMS/VPP Information
  - Hot Topic...VPP tenet review

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- VPP Awareness Tip #7, Worksite Analysis, Compliance Verification and Housekeeping
- VPP Awareness Tip #8, Worksite Analysis and Hazard Prevention and Control
- VPP Awareness Tip #9, Worksite Analysis and Hazard Prevention and Control
- VPP Awareness Tip #10, Safety and Health Commitment, Goals, and Objectives
- VPP Recertification Review Questions for all employees
- Health Focus Information
  - Family Wellness
  - Eight Great Exercise Benefits
  - Protecting Workers from Heat Stress
  - Heart and Stroke Safety
  - Employee Wellness
- Fire Protection/Emergency Preparedness
  - Fire Extinguisher Briefing-counterfeit Extinguisher with photos
  - Fire Danger-Moderate Alert-posted to High by the end of May
  - Fire Marshal Advisory Bulletin-rules for off road operations and responses
- Holiday Refocus
  - Memorial Day Refocus: Focus on the Fundamentals, Complacency, and VPP
- New Procedures/Processes/Review
  - PAS-2-2.1, IWCP in training for field personnel.

### June:

- Safety Bulletins/Awareness/Toolbox Tips/Take 5 for Safety
  - Hazardous energy
  - Pressurized cans in hot vehicles-precautions
  - Boating safety
  - National Safety Month-Slip, Trip, and Fall emphasis
  - Vehicle incident at an off-site location to raise awareness on the importance of spotters when visibility is limited
  - Communicated the changes and updates to the OSHA Hazard Communication Standard
  - Issued the DOE HQ advisory on 3-legged vs. 4-legged chairs and the tipping potential of the 3-legged chairs.
  - Safety Advisory on Power Strips
  - Ladder Safety Reminder-actual incident at another DOE facility
  - Hand and Finger Safety
  - 4<sup>th</sup> of July Fireworks Safety
- Electrical Emphasis
  - None issued this month.
- Safety Events
  - VPP 3-Year Recertification Assessment

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

- Site Wide Safety Culture survey communicated and issued to all employees...sponsored by DOE RL.
- Fermi Big Clean event for all occupants. Employees were encouraged to recycle, review the ergonomic set up their work station, and conduct general housekeeping and clean up of their areas. Isles were cleared and materials removed from overhead shelves. LSIT personnel reviewed office and common areas to confirm employee participation where employees were provided a recognition award upon completion and verification.
- Safety Initiatives
  - VPP Preparations...communications, safety video, posters, banners, and information packages generated and provided to supervisory and escort personnel.
- ISMS/VPP Information
  - Issued a new revision to the WCH ISMS Description Document
  - Conducted conference calls with DOE VPP HQ team in preparation for the WCH 3-Year VPP star re-certification assessment. Provided documents and conducted phone interviews with the team prior to their arrival.
  - Completed the DOE VPP 3-Year Star re-certification assessment with a star recommendation from the on-site review team.
- Health Focus Information
  - National Ergonomic Month information
  - Eating right on a budget
  - Sun and heat exposure
  - Safety and health wellness
- Fire Protection/Emergency Preparedness
  - Safety Alert issued for a High Fire Danger on the Hanford Site
  - Media Fire Danger Press Release issued from Benton County
  - Fireworks Safety Fact Sheet
  - Fireworks Fire-Related Problems/Injuries
- Holiday Refocus
  - Pre-Focus issued prior to the Independence Day Holiday. This pre-focus provided an overview of the incidents that occurred in the 3<sup>rd</sup> Quarter of FY 12 for WCH. This included acknowledgement of the recent VPP star recommendation from DOE VPP HQ along with awareness tips and actions for employees to take to ensure that focus is maintained on safety and health.
- New Procedures/Processes/Review
  - ISMS Description Document updated with site wide programs, organizational changes and procedure revisions and additions.
  - Program updates and improvements to the Chronic Beryllium Disease Protection Program

### 4.2 Incident Severity Reduction

October:

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Ergonomics
  - Neutral and Awkward Positions
  - Eye Strain
- Flash Information
  - Encountering Debris on a Roadway-vehicle incident
- Lessons Learned
  - Pre-Use Inspections are Important for Worker Safety
  - A project Review of Work Packages Identified Procedure Improvements at 618-10
  - Failure of a Filter on Tiger-Vac 4D 22 MR NUC HEPA Vacuum
  - Mishandling Electrical Extension Cord
  - Making Trip Hazard Visible
- Dodge the Bullet
  - Hot Electrical Transformer
  - Port-A-Let Moved with Employee Inside
- Radcon Safety
  - Reminder for Escort Responsibilities
  - Wearing Protective Clothing for Radiological Purpose
  - Conducting Radiological Work
  - Temporary or Standing Radiological Boundaries
- Rude Awakenings
  - Crane Block Falls onto Trailer Bed.
- Vehicle Safety:
  - Tips to Being a Heads Up Driver
  - The Hazards of Driving During Deer and Elk Season
  - Winter Driving Guide
  - Fog, the Most Dangerous Weather Condition
- Hot Topic
  - Slips, Trips, and Falls. Provide laminated cards for employees.
  - LSIT New Incentive Program-WOW and Above and Beyond safety observations
  - Tools for Successful Task Completion
  - SOP Kick Off Campaign
  - Cold Weather Safety
  - Stop Work Policy
  - Stroke Symptoms

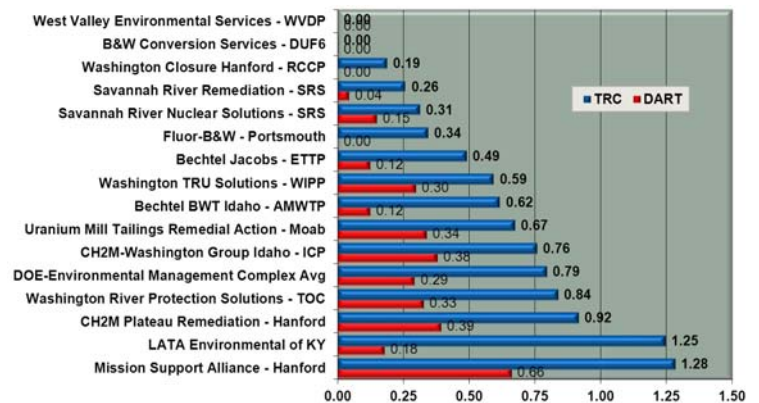
### November:

- Ergonomics
  - Get relief from raking
  - Shoveling and Ice Safety
- Flash Information
  - None this month.
- Lessons Learned
  - Electrical Energy-contact with energy for non-electrical workers

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

- Construction Safety-Choice/Chance
- Dodge the Bullet
  - Proper Storage and Shipment of Chemicals
- Radcon Safety
  - Temporary or Standing Radiological Boundaries
  - Medical Radioisotopes
  - Unsecured Items Crossing Contamination Area Boundaries
- Safety Alert
  - Telescopic Forklift Safety Inspections
  - Inclement Weather Hotline and Guidelines
- Rude Awakenings
  - None this month.
- Vehicle Safety:
  - Defensive Driving
  - 360° Observation Criteria
- Hot Topic
  - Pedestrian Safety
  - SOP Tenet #1
  - SOP Follow Instructions
  - SOP Ask The Question
- Product Recalls
  - Bicycles-Fall Hazard
  - Hand Trucks-fall/tip hazard

**FY 11 DOE-EM Prime Contractor Safety Ranking**

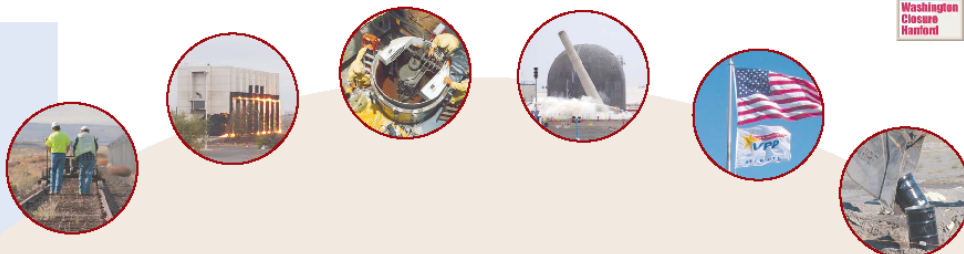


December:

- Ergonomics
  - None this month
- Flash Information
  - Recordable Injury-shoulder injury while tarping an ERDF can.
- Lessons Learned
  - Beryllium Bump and Roll Transition to ensure that personnel are qualified to work in Be areas
  - Just In Time: Ladder Climb Safety Device Defective
  - Just In Time: MSA Optimair TL- PAPR Defective O-Ring
  - Shoveling & Ice Safety Tips-Video
  - Forklift Fractures Plywood Over Trench
- Dodge the Bullet
  - The importance of checking the respirators issued on site and ensuring that employees are trained to the respirators that are issued.
  - Truck Collides with Ecology Block
- Radcon Safety
  - Using Step-Off Pad and Exiting Contaminated Areas

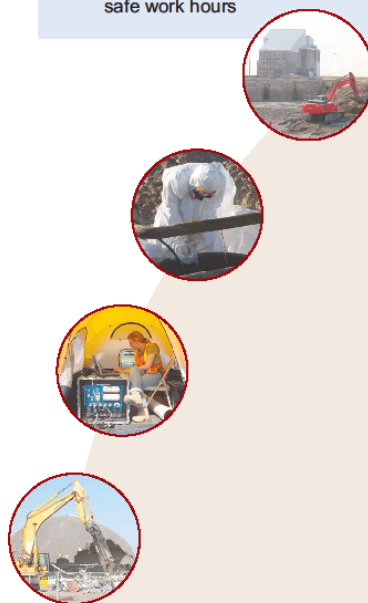
**Safety Successes**

- ✓ VPP Star of Excellence and Contractor Champion's Award
- ✓ FY'11-Lowest safety rates since contract inception
- ✓ Surpassed 6 million safe work hours



**One Team... Many Successes!**

- ✓ Completed safe removal of the 309 Building dome
- ✓ Set a record for disposal of 2.3 Million tons of waste at ERDF
- ✓ Completed nearly all cleanup work at 100-F Area waste sites
- ✓ Remediated 230 of 553 hazardous waste sites and burial grounds
- ✓ Removed 30 miles of railroad track and nearly 70,000 railroad ties
- ✓ Completed nonintrusive characterization of the 618-11 Burial Ground
- ✓ Eliminated the disposal of nearly 212,000 tons of concrete rubble at ERDF
- ✓ Completed safe demolition of the 337 Building and the 309 building stack
- ✓ Completed a 630-ton scrap metal recycling campaign at the 100/BC Area
- ✓ Began excavation of the hazardous waste trenches at the 618-10 Burial Ground
- ✓ Completed orphan site walk-down evaluations (527 miles) of Segments 4 and 5
- ✓ Completed placement of the N Reactor Heat Exchanger Facility in interim safe storage
- ✓ Awarded more than \$170 Million (nearly 91%) in subcontracts to small businesses
- ✓ Completed a \$100 Million expansion and upgrade of ERDF without a lost work day injury
- ✓ Surpassed the 8 million safe mile mark for truck drivers working on the River Corridor Closure Project
- ✓ Completed cleanup of six waste silos containing highly radioactive debris at the 118-K-1 Burial Ground
- ✓ Completed cleanup of miscellaneous debris in Segments 1 and 2 and prepared final turnover documents



- Contamination Controls When Doffing Protective Clothing
  - Use ARACS When Exiting Radiological Areas
  - Take 5-Radioactive Sources
- Safety Alert
  - Ladder Safety...One Rung at a Time
- Rude Awakenings
  - Two Men Injured When Scissor Lift Failed
  - Forklift Spotter Injured-foot caught under machine
  - 2011-015: Five Minor Accidents at WCH
- Vehicle Safety:
  - 360 Observations
  - Pedestrian Safety program launched with flashing lanyards distributed to employees, LSIT observations in parking areas and traffic control assessments conducted in field locations.
  - Launched "Why I Drive Safe" badge program where employees could submit pictures of loved ones for a badge to remind them to drive safely.
  - Speed Signs in parking areas to monitor and reduce speeds in these areas.
- Hot Topic
  - Issued SOP Tenet #3, Fix It Now as a Hot Topic presented at Plan of the Day Meetings.
  - Thanksgiving Refocus
  - Vehicle Slogan Contest Winners
  - 6 Million Safe Hours Achieved
  - 2012 Holiday Refocus
- Product Recalls

Honorable mention awards of a silver coin and glove key chain also go to:

**Michael Land** with slogan "Safety is won in the first 'a-round'"

**Bryan Wright** with slogan "Vehicle Safety is elementary"

**Michael Schmidt** with slogan "Fail to inspect, chose to neglect"

**Rich Egeland Watts** with slogan "Safety Hosieters, change destinations"

**Congratulations to our winners!**  
Your Awards will be delivered shortly.

A certificate of appreciation will also be sent to all participants for their excellent entries.

**THANK YOU from Safety & Health!**

For questions contact Sharon Black 372-9103

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

- Ladder-Climbing Safety Device Recall for “ROHN-Loc”
- Large Angle Grinder
- Genie Lift due to instability
- Potential Hazard on Large Angle Grinders

### January:

- Ergonomics
  - None this month
- Flash Information
  - Vehicle Strikes Parked Roller
  - Worker Strikes Thumb Releasing Hitch
  - WCH Truck Roll-Over Accident
- Lessons Learned
  - Towing Chain Breaks
- Dodge the Bullet
  - ERDF Container Transfer Area-broken/damaged hooks
- Radcon Safety
  - Controls to Prevent Spread of Contamination
- Safety Alert
  - Potential Hazardous Gas Cylinders in the U.S.
  - DOE Operating Experience Summary
- Rude Awakenings
  - None this month
- Vehicle Safety:
  - Using Your Lights
- Hot Topic
  - Winter Driving Information
  - 6 Million Safe Hours Achieved Safety Refocus
  - Get a Grip on Slips, Trips and Falls in response to the black ice, snow, and freezing fog conditions.
- Product Recalls
  - None issued this month.



### February:

- Ergonomics
  - None this month
- Flash Information
  - None this month
- Lessons Learned
  - Worker Injures Wrist from Fall While Walking Backwards
  - Wrench falls 40 ft. Lands Near Worker
  - Safety Alert-Emergency Bay Explosion

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Severe Acid Burns to Foot as Drain Collapses
- Dodge the Bullet
  - Damaged Hooks on ERDF Containers
  - Rear Window on Pickup Breaks
  - Rebar Strikes Windshield
- Radcon Safety
  - None this month.
- Safety Alert
  - Hanford Site Asbestos Concerns
- Rude Awakenings
  - None this month
- Vehicle Safety:
  - Winterize Your Car
  - Winter Driving Information
  - Road Condition on the Hanford Site
- Hot Topic
  - News Flash-Asbestos Concerns.
  - February-Heart Health Month
  - Fit for Duty-Prescription Medicine
  - President's Day Refocus-Safety, Above and Beyond, Fitness for Duty, Human Performance
  - Hanford Site Confined Space Procedure
- Product Recalls
  - GasBadge recall.

### March:

- Ergonomics
  - None this month
- Flash Information
  - Debris in Eye
  - Vehicle incident-chipped windshield
- Lessons Learned
  - FERMI National Laboratory-injury
  - MSA Worker Injures Wrist
  - MSA Lessons Learned...wrench falls 40 Feet
  - Conoco Lessons Learned-hand injury
- Dodge the Bullet
  - None this month
- Radcon Safety
  - None this month.
- Safety Alert
  - CAT Unintended Boom Movement
- Rude Awakenings
  - None this month
- Vehicle Safety:
  - Driving Defensively



## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Hot Topic
  - Nuclear Safety Policy Issued
  - ESH&Q Hotline Available to Employees
  - A Surefooted Approach to Slips, Trips, and Falls
  - 20 Steps to Ladder Safety
  - Stop Work Policy
  - Fall Protection Focus Areas
- Product Recalls
  - FDA recalls AEDs
  - Inspection and Replace Notice-Fall Tech Full-Body Harness

### April:

- Ergonomics
  - None this month.
- Flash Information
  - Employee Stung by Insect
  - Excavator Bucket Strikes Tailgate
  - Employee Injury to Arm
  - Vehicle Strikes Portable Light Plant
  - Driver Backs Over Legacy Cable
  - Vehicle Rolls into Parked Vehicle
- Lessons Learned
  - Lock Box Caution
  - Response to Hazard Spills
  - Light Fixture Fire Hazard
  - Asbestos Discovered in Legacy Equipment
- Dodge the Bullet
  - None this month.
- Radcon Safety
  - None this month
- Rude Awakenings
  - OSHA Recordable Thumb Laceration
- Vehicle Safety:
  - President's Memo on vehicle safety
- Hot Topic
  - Taking Safety to the Next Level
  - OSHA Alert: Thumb Laceration
  - Fire Marshall Fire Alert
- Product Recalls
  - Pressure Transducers

### May:

- Ergonomics
  - None this month.
- Flash Information
  - Vehicle Strikes Service Truck

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Hook Catches on Worker's Chin
- Employee's thumb caught in drawer
- Employee injures shoulder-no treatment beyond first aid provided
- Employee injures finger on ERDF can
- Vehicle incident-fender damage on super dump truck
- Cracked windshield contacting employee
- Lessons Learned
  - Door Closure Failure
  - Proper ID
  - Process Improvements
  - Band Saw Amputation
- Dodge the Bullet
  - None this month.
- Radcon Safety
  - Notify Your Supervisor if you Receive a Medical Radioisotope
- Stop Work Highlights
  - Notice of Electricity
  - Water Truck Stuck
- Rude Awakenings
  - Child Found in Wheel Well
- Vehicle Safety:
  - Traffic safety provided by Hanford site video
  - Traffic Stops and Safety-3 Reasons People are Pulled Over
  - Vehicle Heating Dynamics with interactive video
  - Distracted Driving
- Hot Topic
  - VPP Tenet Review
  - Heat Acclimatization
  - DOE Traffic Safety Message
  - DOE RL Safety Culture Survey
  - Safety Accidents on the Rise at RCC
  - Memorial Day Refocus
  - Focus on the Fundamentals-Complacency

### June:

- Ergonomics
  - National Ergonomics Month safety information
- Flash Information
  - Improperly loaded container-vehicle incident
  - Wire Rope Clips incorrectly installed-vehicle incident
  - Employee twists ankle on rock-First Aid
  - Truck strikes a stop sign-vehicle incident
- Lessons Learned
  - Response to the fallen Tritium Exit Sign with the CHPRC contractor.

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

- Dodge the Bullet
  - None this month.
- Radcon Safety
  - None this month.
- Rude Awakenings
  - None this month.
- Product Recall
  - Kennedy International Recall folding step stools-sent out to all employees and contractors
  - Issued Fall Tech stop use on a fall protection device-sent out to all employees and contractors
- Vehicle Safety:
  - Driving Safety-general awareness information provided
  - Driving Safety quiz issued
  - Activity provided to raise awareness for driving safety...”This is Why I Drive Safe” with photos laminated for employee’s badges
  - General Driving Safety
  -
- Stop Work Highlights
  - Hearing Protection Boundary Sign Removed-work stopped with clarification on the proper signage prior to work starting again.
  - Tire defects found in a shipment-clarification and corrective measures implemented prior to work starting again.
- Hot Topic
  - Focus on the Fundamentals #4 Distractions
  - Fire Danger Level-HIGH
  - Pre-Focus, Summary of Incidents for June 2012
  - Focus on the Fundamentals #5 Environmental Management System
  - Beryllium Workers Vs. Awareness training and briefing information

### 4.3 Integrated Work Control Process

#### October:

- Conducted an independent review of the corrective actions for the fall event. Review included the corrective action management system, the assessment program, and fall protection improvements.
- Initiated the SOP program to reinforce the employee ownership of the conduct of operations.
- SOP awareness provided in the weekly roundup, reviewed at senior staff and Plan of the Day meetings, and staff meetings.
- Communications for the SOP were provided site wide via electronic information and posters
- Conduct of Operations mentors and coaches were established for all site locations to assist in the



1. Challenge assumptions
2. What could go wrong?
3. What has changed?
4. Stop if not sure
5. Ask for help

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

rigor and disciplined operations involving work control documents and drawings.

### November:

- Developing an integrated schedule to include all site location improvement initiatives for IWCP into one project level schedule.
- SOP focus on tenet 1 with a breakdown of the actions within that tenet.
- Developed table tents and posters making SOP information readily available.

### December:

- Issued SOP Tenet #3, Fix It Now as a Hot Topic presented at Plan of the Day Meetings.
- Began the Work Control assessment using the information and direction from the URS work control guide to develop lines of inquiry. This assessment is currently underway.
- Project specific action plans were developed for ERDF, D4, and FR to address the disciplined operations issues and concerns. These were highlighted in the refocus in the beginning of December with action items entered into the CAMs for tracking, progress and closure.

### January:

- Completed the review of the WCH IWCP gap analysis using the work control requirements and criteria from the URS Work Control Standard.
- Using the gaps identified in the assessment to develop improvements and the draft revision of the WCH IWCP.
- Continuing to work with corporate partners to improve work control and disciplined operations for WCH.

### February:

- Completed equipment and yellow iron assessment for all site locations.
- Taking Safety to the Next level incorporating process steps and observations from field work and operations.
- Implementation of the site wide confined space and fall protection programs to all subcontractors.

### March:

- PAS-2, Integrated Work Control Program currently being updated to reflect the work control improvements identified during the internal and corporate assessments.
- A **proposed improvement** to the work control process is the addition of the SME Selection Chart to ensure that the necessary personnel are involved in the development of the work control documents (work packages and Job Hazard Analyses). Select members based on the criteria in this table. All original reviewers are not required to concur with

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

changes; selection is based on the impacts of the change. The criteria in this appendix apply to all original the WP/JHA and changes to them.

DRAFT

Discipline	When Required
Craft Personnel	<b>Always</b> for original the WP/JHA.
Design Authority/ Systems Engineer	<p>Modification, periodic maintenance, or corrective maintenance performed on any Configuration Managed Structure, System or Component (CM SSC).</p> <p>When a like-for-like replacement is proposed.</p> <p>Modification to processes that impact the design of that process (flow, temperature, pressure, configuration, etc.) on any CM SSC.</p> <p>The WP/JHA will direct operating systems or components be operated in a manner not addressed or contrary to approved operating procedures.</p>
Electric Utilities	Work affecting the electric distribution system greater than 600V.
Engineering	Activities where engineering support (e.g., engineered items, analysis, etc.) is needed for completion of the task.
Environmental Protection	<p>All work where the work activity involves implementation of environmental controls or requires limitations/concurrence of the work scope, such as work:</p> <ul style="list-style-type: none"> <li>• Performed under CERCLA authority;</li> <li>• Requiring an environmental permit or other authorization;</li> <li>• Involving modifications, repair, or maintenance of a facility or structure that has an environmental permit or license;</li> <li>• Requiring implementation of controls to prevent or minimize release of hazardous substances or regulated materials;</li> <li>• Requiring procurement of environmentally preferred products;</li> <li>• Requiring cultural and/or ecological reviews and/or the implementation of controls related to those reviews;</li> </ul>

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	<ul style="list-style-type: none"> <li>• Implementing regulatory requirements associated with environmental regulation, agreement or permit/license (PCB management, Asbestos, UIC, USTs, RCRA Treatment/storage, Liquid discharge, environmental sampling, etc.); or</li> <li>• Requiring an excavation permit.</li> <li>• Items that may result in generation of liquid effluents, air emissions, generation of regulated waste, or require work on regulated features of a permitted or licensed air emission unit.</li> </ul>
Field Work	<b>Always</b> for changes to the WP/JHA.
Supervisor	<b>Always</b> for original the WP/JHA.
Fire Protection Engineer or Hanford Fire Marshal	<p>Work affecting fire protection systems or processes, including those that are credited in the DSA.</p> <p>Work requiring Hanford Fire Marshal permits per MSC-RD-8589, Hanford Fire Marshal Permits.</p> <p>All modifications.</p> <p>All D&amp;D work, until determined unnecessary for a specific project or building by the FPE.</p> <p>Work affecting building occupancy classification, or impacting Life Safety Code characteristics, per MSC-RD-9717, Fire Prevention for Construction/ Occupancy/Demolition Activities.</p>
Hoisting and Rigging	Work involving hoisting and rigging activities defined as “critical lift”, by the Hanford Site Hoisting and Rigging Manual (DOE-RL-92-36).
Nuclear Safety/ Safety Analysis	Work affecting safety systems or processes credited in the DSA, including fire protection.
Industrial Hygiene	Work with the potential to contain hazardous energy, hazardous substances, or other occupational/industrial hazards (other than radiological hazards).
Project Safety	<b>Always</b> for changes to the WP/JHA.

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Rep.	<b>Always</b> for original the WP/JHA.
Quality Assurance	Work affecting Safety Class/Safety Significant systems' primary functions.  Work affecting or per regulatory permits. Work where QA Hold Points or inspections are required. Work on Type A or higher packaging (Transportation & Packaging) other than routine preventive maintenance.
RadCon	Work potentially containing Radiological Hazards
Responsible Manager	<b>Always</b> – for all work documents.  <b>Always</b> – for changes to the WP/JHA.
USQ Screener/ Evaluator	Work at hazard category 2 or 3 nuclear facilities.  Work adjacent to a hazard category 2 or 3 nuclear facility. Work activities in Less than Hazard Category 3 facilities that have been identified in a Final Hazard Categorization evaluation as having the potential to change the form or distribution of material to place the facility into Hazard Category 3.  Work related to Transportation & Packaging that involves > A2 quantities of radioactive material.
Waste Services Lead/Waste Transportation Specialist	Work involves storage, transportation or disposal of waste.
Work Control Planner	<b>Always</b> for changes to the WP/JHA.  <b>Always</b> for original the WP/JHA.

- Oversight for fall protection and electrical work as it relates to requirements, plans, and permits being incorporated into the work control documents were reviewed by safety, engineering, and site staff personnel.
- Consistent application of requirements was provided to personnel on fall protection with additional clarification and information provided on set backs, boundaries and signage.

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

### April:

- Updated WCH-289, Hazard Identification and Mitigation document to include the Job Hazard Analysis process and format per the updated IWCP process.
- Work control emphasis on safety integration planning into FPWPs and the permitting process.
- Senior Supervisory Watch to include work control and the improvement actions in IWCP. Checklist for worker behaviors relating to work control and planning used in the management walk-through documentation.

### May:

- Training for the newly revised IWCP procedure in process. Training sessions scheduled across the site with the implementation date in mid-July. This length of training allows the sites to ensure that all personnel are properly trained and that implementation of the updated procedure is effective.
- Comments received from the training on the new IWCP provided back to the procedure owner to provide additional enhancements, clarification, and/or revisions as necessary to allow for effective and efficient implementation of this revision.
- Implementation of the disciplined operations improvements are on track and indicate overall improvements in the work control processes. Observations from DOE have been incorporated into corrective actions, entered into the Corrective Action Management system and tracked weekly at the senior management meeting.

### June:

- Continued training for the newly revised IWCP procedure in process. Training sessions scheduled across the site with the implementation date in mid-July.
- .

## 4.4 Subcontractor Oversight

### October:

- Developed criteria for subcontractor safety program health and provided this information to DOE for review.
- The Subcontractor safety health program dashboard is based off of the WCH S&H Program dashboard to include safety, IH, work control, and electrical safety, radiological safety, fall protection, and vehicle safety.

### November:

- Received approval for the criteria developed for the subcontractor safety incentive for contracts let after July 2011. Official response will be sent back to DOE with changes to be incorporated into future subcontracts.



## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

### December:

- Developed the contract modification for subcontractors for official submittal to DOE for approval. This will be a contract change for those contracts let after July 2011. This program is in line with the WCH S&H program health report reviewed on a monthly basis.
- Conducted traffic control reviews of subcontractor vehicle areas in ERDF and 118K. Provided feedback on speed of vehicles at the ERDF facility to subcontractor supervision and conducted a briefing on this issue for all employees.

### January:

- Conducted a review of the flow down of the implementation of the site wide confined space and fall protection.
- Completed the permit-required confined spaces for all site locations.
- Prepared and submitted flow down letter for subcontractors to implement the fall protection and confined space site wide programs for procurement.
- Conducting an assessment of the equipment conditions/access and egress for all site locations to include subcontractors to determine improvements needed in the access/egress of equipment. Reviewing the qualifications and behaviors of the drivers and operators as part of this assessment.
- Provided updated IH and Heat Stress requirements in Exhibit G to be flowed down to all subcontractors. This information was reviewed by an independent IH review team to determine the extent of condition of improvements needed for the IH program.

### February:

- Successful flowdown, training and implementation of the site wide fall protection and confined space procedures.
- Procurement provided oversight, direction and implementation guidance for successful incorporation of the confined space and fall protection site wide programs.
- Completion of the new subcontractor safety evaluation criteria for new subcontracts let after July 2012. This criterion was submitted to DOE concurrence. Criterion includes con ops, fall protection, vehicles, medicals, and safety incidents.

### March:

- Oversight for fall protection and electrical work as it relates to requirements, plans, and permits being incorporated into the work control documents were reviewed by safety, engineering, and site staff personnel.
- Consistent application of requirements was provided to personnel on fall protection with additional clarification and information provided on set backs, boundaries and signage.

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Additional information provided to subcontractors on the requirements and training needed for the site wide fall protection and confined space programs. Uniform signs procured for confined space for all site locations.

### April:

- Initiated changes to the CBDPP to include the new Beryllium Work Permit procedure to the subcontracts for WCH. This new procedure does not affect a change to the content of Exhibit G and no change to contract language is required. Current activities for these changes include:
  - Industrial Hygienists, Industrial Hygiene Technicians and Beryllium workers are currently receiving training to the new procedure
  - Existing BWP's are being reviewed and re-written under the new process.
- Increased management oversight through Senior Supervisor Watch performed at all site locations to include oversight of both WCH, ESHI, and subcontractor employees. This is a performance expectation for management and supervisors with the number of assessments and actions identified tracked as a performance indicator for WCH.
- Senior Supervisory Watch to include subcontract personnel and the implementation of the IWCP requirements.
- Implementation of the revised Safety Incentive Program requirements for subcontractors implemented into new contracts and evaluated in contracts let after July 2011. This criteria includes vehicle incidents, medical appointments, safety incidents, work control/IWCP, and general safety and radiological criteria. The STR along with project management and safety personnel provide the information for evaluation for the subcontractors to determine the eligibility for this incentive.

### May:

- Independent review of QA and subcontractor oversight conducted by DOE RL with favorable results in that the receipt inspection and off-site vendors were verified.
- Management observations have increased across the WCH/RCC controlled areas with management and supervisor expected to conduct two management assessments each month. Issues identified during the walkthrough...example of observations and corrective actions (if any). The example below is for an Observation at D4 100N reviewing Compressed Gas Cylinders.

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

- Any criteria checked "*Did Not Meet Expectations*" requires explanation of the issue(s) and action taken. (i.e., who discussed with, whether issues were corrected, the # of any IFs generated)
- Correlate explanation to the criteria number(s) evaluated.

---

Observed location where Fowler General Construction (FGC) / Intermech (IM) had their compressed gas cylinders stored. The oxygen and acetylene cylinders were stored on the north side of 105N in clearly marked locations that met the requirements of the attached checklist.

### Observations:

The tape holding the sign for the oxygen cylinders had come loose and the sign had fallen to the ground. Informed the Labor Foreman and the sign was immediately corrected.

The fire extinguisher had not been signed off for the inspection for the month of May. Contacted the FGC PSR who immediately inspected the extinguisher and updated the tag.

No issues were identified.

---

### June:

- Generating information for the flow down of the newly revised CDBPP information for subcontractors and incorporation of these requirements into contracts.
- Continued with rigorous oversight of fall protection and elevated work activities. Communicated and implemented interpretation guidance on set backs and other fall protection site wide program requirements to all subcontractors.

## 4.5 Site Wide Program Implementation

### October:

- WCH is fully supporting the development, review and implementation of the site wide programs through committee attendance, program reviews, and field implementation.
- Reiterated the Stop Work Program through messages from the WCH President, Hot Topics in the Roundup and reviews of the program at staff and Plan of the Day meetings.
- Provided feedback on interpretations for both the confined space and fall protection site wide programs on scaffolding and sign issues.
- WCH is currently involved in the following programs:
  - Respiratory Protection
  - Electrical Safety
  - Fall Protection
  - Confined Space
  - IH Site Wide Database
  - EPCRA Report
  - EJTA
  - Chronic Beryllium Disease Protection Program

### November:

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

- Sent out the site wide programs for both confined space and fall protection for review and implementation by Dec. 1.
- Confirmed that all equipment needed for gates and offsets for roof access of WCH structures was in place. Reviewed the current building listing to ensure all areas were evaluated.
- Completed the update of the permit required confined spaces.
- Provided the criteria for a non-permit required confined space to site safety professionals.
- Provided a briefing for site personnel of the overall schedule for implementation for subcontractors and the general changes for both confined space and fall protection.

### December:

- Implemented the Site Wide Fall Protection and Confined Space Programs on schedule.
- Conducted gap training for these programs to ensure personnel were trained prior to issuance of the new site wide programs.
- Programs added as required reading for safety and supervisory personnel along with employees conducting this work.

### January:

- Implementing the Site Wide Fall Protection and Confined Space Programs for subcontractor personnel. Updated change notices were drafted for subcontractors to add both these programs to their existing contracts.
- Training is underway for subcontractor and WCH personnel who need the gap training for both fall protection and confined space.
- Continuing to support the site wide programs to include fall protection, confined space, beryllium, EJTA, and those programs previously implemented.

### February:

- Successful flowdown, training and implementation of the site wide fall protection and confined space procedures for subcontractor personnel.
- Continuing to implement the Be program.

### March:

- Preparations and planning for the flow down of the Beryllium Work Permit Procedures underway. Awaiting final implementation and direction from DOE for dates and roll out.
- Conducting a review of the EJTA final product. WCH continues active participation and contributions to this committee.
- Submitted the WCH EJTA implementation letter for the actions, expectations, and process for developing, reviewing, signing, and processing EJTA's to DOE.

## **FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)**

### April:

- Updated WCH-289, Hazard Identification and Mitigation document to include both the references and forms for the site wide fall protection and confined space programs.
- Stopped work in the D4 300 area when employees had a concern about a Safeway scaffold set up which would require them to stand on the top rail of a swing scaffold. Work was suspended with the Safeway representative consulting with the engineer to determine the safe and compliant access to this scaffold.
- Developed Lines of Inquiry for a self-assessment of fall protection program and compliance items. Used information from self-observations, assessments, DOE oversight reports and trends identified by WCH. Conducted field observations, document reviews, interviews, and work document reviews. This assessment will continue into May.
- In response to site wide fall protection program interpretations for set-backs and barriers, WCH initiated meetings with DOE to discuss requirements, program interpretations, and potential revisions to the site wide program. Path forward is to submit the request for interpretations and clarification of set back requirements to the site wide fall protection committee for review and resolution.
- Provided comments to the Rev. 1 of the Site Wide Fall Protection Plan to the committee. Implemented interim process changes per direction and interpretation by DOE RL for set backs and barriers.
- Initiated changes to the CBDPP to include the new Beryllium Work Permit procedure to the subcontracts for WCH. This new procedure does not affect a change to the content of Exhibit G and no change to contract language is required. Current activities for these changes include:
  - Industrial Hygienists, Industrial Hygiene Technicians and Beryllium workers are currently receiving training to the new procedure
  - Existing BWP's are being reviewed and re-written under the new process.

### May:

- Attended the site wide fall protection program comment incorporation meetings to review and discuss the interpretations from DOE RL and the other site contractors. The result was round two of Revision 1 of the program which is currently back out with the contractors for review and comment.
- The coordination between DOE RL and WCH has improved the understanding of the site wide fall protection requirements and as a result has decreased the observations and findings noted by DOE RL against WCH.
- The CBDPP and the EJTA implementation committees continue to work through both the permit and issuance phase. WCH has continued with participation and contributions to both these programs.

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

### June:

- Active participation in the revision to the CBDPP and the issuance of the update and revision.
- Provided support and comments for both rounds of review of the comments and resolution discussions to the site wide fall protection program.
- Conducting additional reviews and update to the WCH controlled confined spaces as sites are completed, removed, and/or reconfigured. Currently updating the confined space inventory log and issuing additional signage for areas deemed as either permit or non-permit confined spaces.
- Developing an EJTA desktop instruction in response to the EJTA site wide program and improvements issued for this process.
- Issued a presentation on the qualifications of a Beryllium Worker and provided information on general Beryllium awareness training.

### 4.6 Safety Culture

### October:

- WCH provided employees with slip, trip, and fall cards to raise awareness of the potential for these safety incidents. WCH reminded employees to use approved paths and walkways and to keep hands free of materials for balance and in order to catch oneself in the event of a fall.
- Site locations launched 90 safety campaigns to raise awareness on cold stress conditions and staying focused on the job at hand.
- Launched the Safety Ownership Program to raise awareness for employees to take ownership of their safety and the safety of others around them. This program encourages a questioning attitude and to fix issues as they are identified and own the results.
- Launched the “Let Safety Catch Your Fall” campaign to reinforce the use of handrails and raise awareness of slips, trips, and falls in the office.



### November:

- Provided ice scrapers for use for employees staged at exit locations at the Fermi building in preparation for inclement weather.
- Procured flashing lanyards for Fermi residents to increase pedestrian visibility in both the morning and evening hours when walking to and from the building in the parking areas.



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- Conducted observations of personnel when entering and exiting the Fermi parking area. Installed a speed sign to determine driving speed entering the parking areas and staged LSIT and safety staff members in the parking lot reminding personnel to use safe behaviors when driving and walking in parking areas.
- Launched the 360° vehicle observation program again. Emphasis on parking areas, pedestrian crossing, and speed limits.
- All employees were asked to conduct a 360° observation of their vehicles and were rewarded by their LSIT if they found and returned a 360° magnet.
- Added handrail signs to the steps of the stairs of the Fermi building reminding personnel to hold the handrail while using the stairs.



### **wow!** Workers Observing Workers, showing:

- |                           |                        |
|---------------------------|------------------------|
| • Positive attitude       | • Active participation |
| • Correct equipment usage | • Housekeeping         |
| • Safety knowledge        | • Team spirit          |



#### December:

- Added an additional handrail sign to the stairs for both ascending and descending to “Grab the Rail...” to encourage hand rail use.
- Provided flashing lanyards to employees to encourage visibility in parking and driving areas.
- Completed a driving safety slogan campaign with winners awarded a car safety kit.
- Provided safety glove key chains as spot awards for conducting a 360 walk around and other traffic related safety acts.



#### January:

- Highlighted the achievement of 6 million safe work hours at a WCH all hands meeting. Provided employees with a 6 million hour recognition award and affirmation from both WCH and DOE to all personnel.
- Continued with the vehicle safety program with the acquisition of a new speed sign for the Fermi building parking areas. Employees are still

## FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

encouraged to conduct 360 inspections, adhere to the posted speed limits, and limit distractions inside their vehicles while driving.

- After the New Year's holiday, a holiday refocus was conducted for all employees at all site locations. This refocus provided information to employees to get them engaged into the "safety way of thinking" and to focus on the tasks as hand. Refocus presentations focused on work control, changing conditions, vehicle issues and distractions/brother's keeper.



### February:

- Refocus for all employees after the President's Day holiday. This includes both WCH and subcontractors.
- Taking Safety to the Next Level involving the LSIT to generate new and innovative ideas to continuously improve the safety culture.
- New signs were implemented in the stairwells to encourage the use of handrails at the Fermi location.

### March:

- "Focus on the Fundamentals" was developed and drafted by the WCH LSIT personnel. This program (to be launched in April) will be an observation based program with focused reviews on actions and conditions. Every two weeks, a new focus area will be provided to the field personnel with recognition for those who complete the observation.
- Fermi personnel were afforded the opportunity to obtain blood screenings for total cholesterol and sugars along with other screenings and health-related information provided by the WCH Occupational Medical Provider.
- Safety launched a comprehensive ESH&Q hot line number for employees to call in to report concerns, ask questions, and offer suggestions to environmental, safety, health, and/or quality items.
- Employees were reminded again of their rights under DOE and VPP to stop work without any fear of retaliation and that this is encouraged by WCH management and staff personnel.
- Several 90 safety events were recognized by FR project locations with light refreshments and senior management acknowledgement.
- Provided VPP mentoring to the NETL site in Oregon in preparation for application process for VPP.



### April:



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- Focus on the Fundamentals launched through the LSIT groups for all site locations. Self, areas, and peer observations are included in the Focus Observations.

Taking Safety to the Next Level

FOCUS ON THE FUNDAMENTALS  
#1 Automobile and Truck Safety

Actions

Distacted Driving is a Major Hazard!

To get to the next level we ALL need to be involved. If you observe positive actions regarding automobile and truck safety, have a conversation with the person doing the act. If you see acts that could be improved, have that conversation as well.

What is Distacted Driving?

1. Visual: Taking your eyes off of the road
2. Manual: Taking your hands off of the wheel
3. Cognitive: Taking your mind off of what you are doing

While Operating ANY moving vehicle:

Should:

- Conduct 360° walks
- Wear seatbelts
- Follow all laws
- Drive courteously
- Drive defensively
- Plan your route
- Concentrate only on driving

1. Positive Action (who and what): \_\_\_\_\_

2. Areas for improvement (what): \_\_\_\_\_



Should NOT:

- Use a cell phone
- Eat or drink
- Talk to passengers
- Groom yourself (or others)
- Read, including maps
- Use a PDA or navigation system
- Watch a video (if happens)

Person completing form:

Name: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Location: \_\_\_\_\_

My action conversation was with:

Name: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Location: \_\_\_\_\_

Turn this in to ANY LSIT Chair

Taking Safety to the Next Level

FOCUS ON THE FUNDAMENTALS  
#1 Automobile and Truck Safety

Conditions

Good	How I Improved Safety	Conditions
_____	_____ Vehicles are in good condition (pre-use checklists are completed)	_____ Vehicles are in good condition (pre-use checklists are completed)
_____	_____ Parking lots are free of hazards	_____ Parking lots are free of hazards
_____	_____ Project-maintained roadways are in good shape	_____ Project-maintained roadways are in good shape
_____	_____ Road signs on projects are clear, concise and correct	_____ Road signs on projects are clear, concise and correct
_____	_____ Ramps and access ways are sloped properly and free of hazards	_____ Ramps and access ways are sloped properly and free of hazards
_____	_____ My personal vehicle has an emergency kit	_____ My personal vehicle has an emergency kit

TEN TIPS FOR DRIVING SAFELY IN WORK ZONES

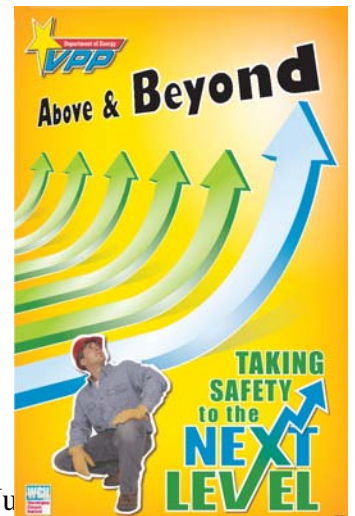
1. Expect the unexpected
2. Slow down
3. Don't tailgate
4. Watch for construction workers and equipment
5. Pay attention to work zone signs
6. Obey flaggers
7. Stay alert
8. Minimize distractions
9. Schedule extra time
10. Be patient and stay calm

Turn this in to ANY LSIT Chair

- Conducted the Big Clean Up in the Fermi office location. Kicked off a three month campaign to improve housekeeping and general office appearance.
- Continued with VPP site reviews, tips, and awareness briefings for management and field personnel.
- WCH Managers and Supervisors attended an off-site safety leadership meeting where Carol Johnson and members of her staff provided safety expectations, learning opportunities, and roll playing activities to continue to the culture and leadership skills of the management staff for WCH.

May:

- Launched the second and third Focus on the Fundamentals on Heat Stress and Complacency. These were listed as hot topics and provided to the LSIT chairs, managers, and project safety reps for distribution.
- Achieved another 1 Million Safe Work hours for WCH and subs
- Preparations continued for the VPP re-certifications with employee interviews, Daily Bulletin communications, posters, POD topics, site reviews, and other preparation activities.
- Encouraged all employees to participate in the DOE RL Safety Culture Survey and participated in the coordination and development of the focus of the survey with DOE.



# FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

- Continued to provide employees with updates from the President and General Manager of WCH regarding safety, health and quality to all employees.
- Eight employees attended the Region X VPPPA conference with a presentation provided by two WCH employees on Employee Involvement. Attendees included management, staff, and craft personnel.
- Provided VPP mentoring to the Olmstead Dam project in preparation for their OSHA VPP re-certification.

*Taking Safety to the Next Level*

**FOCUS ON THE FUNDAMENTALS**  
**#2 Beat the Heat**



**Actions**  
*Protecting Yourself and Others from HEAT STRESS*  
Exposure to heat can cause illness and death. The most serious heat illness is heat stroke. Other heat illnesses, such as heat exhaustion, heat cramps and heat rash, can be avoided with the appropriate precautions and vigilance.

**HEAT ILLNESS SYMPTOMS to be aware of in yourself and others:**

<p><b>Heat Cramps</b></p> <ul style="list-style-type: none"> <li>♦ Muscle spasms usually affecting arms, legs, or stomach</li> <li>♦ Frequently occur at some point after work at night or when relaxing</li> </ul>	<p><b>Heat Stroke</b></p> <ul style="list-style-type: none"> <li>♦ Confusion, unable to think clearly</li> <li>♦ Collapse or seizures</li> <li>♦ Hot dry skin</li> <li>♦ Medical emergency</li> </ul>
<p><b>Heat Exhaustion</b></p> <ul style="list-style-type: none"> <li>♦ Headache, dizziness, or fainting</li> <li>♦ Weakness and cold clammy skin</li> <li>♦ Irritability or confusion</li> <li>♦ Thirst, nausea, or vomiting</li> </ul>	<p><b>PROTECT yourself and others:</b></p> <ul style="list-style-type: none"> <li>♦ Monitor yourself and your coworkers</li> <li>♦ Drink plenty of fluids</li> <li>♦ Avoid beverages containing caffeine</li> <li>♦ Wear lightweight, light colored, loose-fitting clothing</li> </ul>

1. Positive action (who and what): \_\_\_\_\_

2. Areas for improvement (what): \_\_\_\_\_

Person completing form: Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Location: \_\_\_\_\_

My action conversation was with: Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Location: \_\_\_\_\_

**Turn this in to your LSIT Chair**

*Taking Safety to the Next Level*


**FOCUS ON THE FUNDAMENTALS**  
**#2 Beat the Heat**

**Conditions**

	How I Improved Safety	Good
Co-workers are drinking plenty of fluids: _____	_____	_____
Frequent breaks are offered: _____	_____	_____
Sufficient liquid is readily available: _____	_____	_____
Shade is provided for breaks: _____	_____	_____
Protective clothing that provides cooling is available: _____	_____	_____

**What are the RISK FACTORS for HEAT ILLNESS**

- ♦ High temperature and humidity, direct sun exposure, no breeze or wind
- ♦ Low liquid intake
- ♦ Heavy physical labor
- ♦ Waterproof clothing
- ♦ No recent exposure to hot workplaces



**Turn this in to your LSIT Chair**


*Taking Safety to the Next Level*

**FOCUS ON THE FUNDAMENTALS**  
**#3 Curb Your Complacency**

**Actions**  
*Some people have their head in the sand and ignore what is happening around them, what's changed, what NEW hazards are there...*

**Defined**

- ♦ Contented or self-satisfied to a fault
- ♦ Complacency is a natural function of the brain
- ♦ The brain is designed to automate repetitive behavior
- ♦ Most of our day-to-day behavior is automatic. It happens without conscious or deliberate thought - these behaviors have become habits
- ♦ Repeated exposure to situations, even if they are potentially dangerous, dulls our defense mechanism, reducing our awareness



**Actions to Take...**

- ♦ Adopt safety tactics and deliberately do them over and over on a consistent basis in absence of perceived danger until they become automated safety habits
- ♦ Analyze small mistakes, not just the serious ones
- ♦ If you think you are becoming too complacent, place visual reminders in work areas as reminders
- ♦ Discuss with the folks you work with the hazards of your job and look for signs of complacency in other people...this will help increase your awareness

**How I Improved Safety:** \_\_\_\_\_

Person completing form: Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Location: \_\_\_\_\_


**Turn this in to your LSIT Chair**

# FY12 SAFETY AND HEALTH PROGRAM IMPROVEMENT PLAN (SHIP)

June:

- Attended the VPPPA Board of Directors meeting and provided recommendations on the National VPPPA Achievement Award recipients.
- Issued two focus area activities on Distractions and Environmental Management System.
- Provided mentoring to UCOR-Y-12 for VPP application and program preparation.
- Participated in the DOE HQ VPP 3-Year recertification. Preparation for this assessment included:
  - New, updated site project banners for safety awareness
  - Focused reviews of the VPP tenets with supervision, senior management, employees, and LSIT committee members
  - Goals stated and communicated to all employees
  - Development of a safety culture video that was provided to the DOE VPP team during the in-brief presentation
  - Update and revision to the ISMS Description Document for WCH

Taking Safety to the Next Level




**FOCUS**  
ON THE FUNDAMENTALS

**#4 DISTRACTIONS**

Actions

**According to the National Safety Council, workplace injuries in the US cost over \$50 billion annually. Distractions in the workplace are the leading cause of accidents and injuries.**

**When employees stop paying attention to what they are doing they also stop thinking about personal safety.**



There are FIVE MAJOR DISTRACTIONS in Our Workplace:

- 1) **Production** – The expectation to get work done in an (un)timely manner.
- 2) **Time** – The “clock” often times influences the decision a worker makes as to whether to do a job safely or to do the job on time.
- 3) **Management** – When managers and employees do not share a common belief about safety, communications become inconsistent about safe work practice expectations.
- 4) **Money** – When cost savings are the focus of every meeting people will immediately become distracted.
- 5) **Personal Life** – Personal matters at home can be a huge distraction for employees trying to stay focused on the job.

**How I Improved Safety:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_


Person completing form: Name: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Location: \_\_\_\_\_

Turn this in to your LSIT Chair

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Taking Safety to the Next Level



**FOCUS**  
ON THE FUNDAMENTALS

**#5 Environmental Management System (EMS)**

Actions



WCH's Environmental Management System (EMS) is a part of the Integrated Environment, Safety and Health Management System (ISMS). The purpose of the EMS is to protect air, water, land and other natural and cultural resources impacted by our operations. It is implemented through policies, procedures, work planning, training and most importantly, through each of our individual decisions and actions. The WCH Environmental Policy can be summarized and remembered with the acronym "C2P2"-compliance, continuous improvement, and pollution prevention. By taking measures to protect our environment by minimizing our impact and preventing pollution, we ensure a safer work environment for ourselves, and a cleaner environment to be used and enjoyed by all.

Ways to make a DIFFERENCE:

**REDUCE:**

- ♦ **Procurement**
  - Purchase bio-based chemicals
  - Purchase energy-efficient appliances and electronics
- ♦ **Energy Conservation**
  - Turn off lights in unused rooms
  - Turn off equipment when idle
- ♦ **Paper Usage**
  - Print double sided
  - Utilize print preview to review a document for mistakes
  - Utilize electronic documentation and transmittal
- ♦ **Water Usage**
  - Close spigots and valves when not in use

**REUSE:**

- Use accumulated water for dust suppression
- Purchase products with recycled content such as retread tires, recycled coolant, and re-fined oil

**RECYCLE:**

- Paper, plastic, and metal products
- Electrons
- Ink and toner cartridges
- Construction and demolition debris
- Chemicals

**PREVENT AND REPORT SPILLS:**

- Check fittings and hoses regularly, tighten or replace as soon as possible
- Perform routine equipment maintenance and repair when necessary
- Immediately report spills to your supervisor or STR

**PROTECT CULTURAL AND NATURAL RESOURCES:**

- Incorporate cultural and ecological reviews into work planning
- If you discover cultural or ecological resources in your work area, notify your supervisor who will follow the reporting instructions in the Ecological/Cultural Review IOM

**How I reduced the environmental impact of my daily activities:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Person completing form: Name: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Location: \_\_\_\_\_

Turn this in to your LSIT Chair

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