

GARS DSOC Open Action Items -8/28/12 Status

Action ID #	Dept	Type of Concern	Issue	Action	Owner	Status	Originator	Priority
45	DA	Safety/Operations	Leaky Roof in E-Wing, C-wing and D-wing of B. 815. Equipment has to be covered – procedure needed	Meet with FPM and FCM 8/10 – Met with Amy Nunziata to tour B-815 – she is aware of the problem 8/20 – Known leak points . Work request – need cowbags for C2 8/24/12 – ALD would like a procedure to cover equipment. 8/29/12 – Hurricane Kit deployed to lab. Critical equipment will be covered based on weather forecast.	RO/DCOO M. Cowell & L. Bowerman	In Process	Flood on 7/28/12	30
1	NN	Safety/Operations/	Hoods in B830 need to be repaired for researcher to move operations	830 - hood repair in progress. Awaiting HEPA Filters from supplier. 8/24/12 – HEPAs were tested and will arrive shortly.	RO L. Bowerman	In Process	Stand Down	29
46	DA	Security/Operations	The use of Entrust is a vital component of cyber security. The team recommends that a solution to funding the startup and enduring cost be evaluated by the GARS Business office and BNL Cyber Security. Expand and encourage greater usage of Entrust across all categories of sensitive information and employees.	8/6 ALD – Gerry sent a message to T. Schlagel 8/24/12 – Testing an alternate approach. ITD & GARS are in communication.	BO K. Koebel	In Process	OPSEC Team	29
4	NE	Facility	In April 2010 the concerns of mold and water damage to the ceiling, walls and floors in the NNDC library (B. 197) was reported to the building manager and facilities manager. They were told that they had to wait for good weather for the roof to be repaired before any repairs could be made to the inside. Almost two years later, nothing has been done. The conditions in the library have gotten worse. The odor of mildew is very strong. The floor is warped and causes another safety hazard. A request for additional lighting in the rooms has also been made. This library is used by staff every day.	RO is following up with FPM. 8/2 - SHSD Rep assessment of the mold situation is complete. FPM has placed top priority on job 8/6 – Main wall in J. Tackentien’s office is crumbling. RO to investigate and determine course of action 8/9 – R. Doty & L. Bowerman checked the wall in Josh’s office. It is not in danger of falling down. No action to move is necessary at this time. 8/24 – G. Stokes will do a Safety Observation on 8/31/12	F&O	In Process – area was roped off.	Stand Down	28
54	ST	Facility	HVAC in Bldg 526 is out and is not scheduled for repair		RO R. Doty		New 8/24/12 P. Carr	25
55	NN	Facility	Hood in Room 1-18, Bldg. 526 is flooded	Path forward needs to be determined by the end of the month or lab will be shut down	RO R. Doty		New 8/24/12 DSOC	25

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57	DA	Facility	Electrical Issue – H2 Cylinder cannot be grounded in Bldg. 815, D-8		RO R. Doty		New 8/24/12 DSOC	25
2	NE	Safety/Operations	Question/Concern re: Working alone in bldgs/labs after hours/weekends	7/26 – Examine existing GARS Policy & Post. IRMC addressing for BNL	RO L. Bowerman	In Process	Stand Down	24
7	NN	Training	New employee “grandfathered” by HR & not required to retake training from years ago	7/30/12 - P. Carr met with T&Q Office Mgr., after e-mails on issue. PC requested that BNL establish a policy requiring re-training after an absence (approx. 2 years) for all BNL staff, (could be tied to re-activation of Life/Guest Nos.) to address “grandfathering”. Agreement on need, specific timeframe being reviewed.	RO P. Carr	In Process	Stand Down	24
47	DA	Security/Operations	GARS should institute an internal process for OPSEC reviews by the resident Derivative Classifiers to address the categories listed in the STI Subject Area. This would ensure that sensitive unclassified information is not submitted to ISD, or released from internal control to other venues. Similarly the internal system should ensure OPSEC reviews are complete, as appropriate, for all documents whether or not they meet ISD criteria. The ISD system should serve as a backup to a GARS process, and not a primary check on the content of material. GARS reviews should ensure that sensitive unclassified information is properly marked and document owners are cognizant of the proper means of transmittal and storage. Management should provide routine reminders to submit approved documents to the Information Services Division. OPSEC reviews should be made integral to the approval of proposals by defining the subset of topics or sponsor agencies where a Derivative Classifier should be a signatory to the cover sheet.	8/6 Action Owners working on process 8/10 – There is a meeting of the Action Owners scheduled for 8/20 to review the process	W. Copan and S. Musolino	In Process	OPSEC Team	24
56	DA	Safety/Operations	Risk Assessment/Mitigation needed for Bldg. 815 Machine Shop	Determine what to keep, etc.	RO R. Doty		New 8/24/12 DSOC	20

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8	NE	Facility/Grounds	Concerns about lights in B-134 parking lot. F&O CONTACTED several times to report the fact that there was not any lighting in the parking lot when it became dark at 5:00 pm. Nothing had been done. Facilities Manager indicated that because B-134 was being taken down and no one wanted to spend the money to have the light installed. After much complaining the light was repaired. Staff claims the lighting is still not sufficient	FPM and BNL Site Service Division Manager to be notified RO to review prior to notifying FPM	RO – R. Doty & F&O	RO has not reviewed at this time	Stand Down	19
9	ST & TT	Dept./Operations	Publication Clearances - how to review & clear w/dept. (Review for Intellectual Property, scientifically sound papers, consistent process, info needed about new on-line dashboard that captures records of invention/status; signature process).	A training on this similar to the Scientific Ethics training might be useful 7/30 – P. Carr requested T&Q Manager to do a needs assessment to determine if a BNL Course is needed. 8/10 – W. Copan & S. Musolino will address publication process with the Information Services Office (M. Peterson and L. Akras)	ST P. Looney	In Process	Stand Down	19
14	NE	Security/ Operations	East door to B-130 is left open both physically and unlocked by F&O employees. They are also reportedly in the hallway talking on cell phones which is very distracting. The door stop does not stay in the upright position and the door does not engage in the lock when closed.	A Project Request Form should be initiated to install a security door to isolate Building 130. Due to the routine storage and use of sensitive unclassified material, consideration should be given to developing a security plan that is similar to the plan for non-secure area of Building 197C. 8/6 – R. Doty to put in Project Request Form. 8/10 – WO# EPP0002687 for installation of the door.	RO L. Bowerman & R. Doty	In Process	Stand Down	19
48	DA	Security/Operations	Request the Laboratory Training Office to revise the training and expand it to encompass the recommendations in this report. The training module for TQ-INSEC should contain an exhibit of a properly marked document and explanations of the Exemption Categories.	8/10 - Training Coordinator to work with the Training Office on the TQ-INSEC training module to review content and recommend needed update(s).	DA & P. Carr	In Process	OPSEC Team	19

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15	NE	Travel	Concerned about the lack of monitoring radiation doses when visiting outside plants while on BNL travel. BNL is not proactive in giving procedures for offsite work. Staff is not given TLD badges to monitor exposure. K. Sullivan & J. Higgins have both spoken to RAD protection with no resolution. What is the procedure?	Contact Jim and Ken about RWP for off-site travel and Work (complete - K. Sullivan met with the team)	GARS Travel Safety Team L. Fishbone (Lead)	FS Rep is investigating the process for the Travel Team	Stand Down	18
16	DA & TT	Travel	Travel Safety - GPS for Travelers Safety - Can Departments purchase to loan out to travelers?	GARS Travel Safety Team to address	GARS Travel Safety Team L. Fishbone (Lead)	In Process	Stand Down	18
17	ST	Safety/Operations	Legacy Chemicals - Need to get a handle on legacy samples	GARS Sample Control Team to address.	GARS Sample Control Team	Ongoing	Stand Down	18
12	NE	Facility	IAQ for Secure Conf. Room in 197	SHSD Rep to measure IAQ and Report to FPM if additional actions are needed. 6/27 - IAQ Complete - recommend keep A/C units on and consider purchasing a HEPA filter to improve air circulation 8/10 - \$800 to purchase HEPA and unit needs to be placed on maintenance program. S. Pepper to discuss purchase of HEPA with Chair. 8/20 - NN to purchase HEPA 10/1/12	RO L. Bowerman	In Process	Stand Down	17
20	NE	Facility	Noisy AC Unit between Bldgs. 130 & 134 creating noise nuisance for Bldg 130 Occupants	SHSD Rep to repeat Noise Survey in late spring/early summer. Report to FPM any findings in order to correct situation. 8/10 - Noise survey completed, awaiting report from SHSD Rep. 8/15 - Review of the IH survey done 7/3/12 indicates that the AC is not a hazard but a nuisance (i.e., <85dB). 8/20 - To be discussed with FPM 8/24 - RO to follow up	RO L. Bowerman & F&O	In Process	Stand Down	14
21	DA	Dept. Operations	Foreign nationals need to notify the International Services Office if they are travelling abroad, even if it is only for vacation or personal reasons	7/26 - Dept procedure to be developed 8/10 - S. Pepper to investigate	Depts.	In Process	Stand Down	14
22	DA	Safety/Operations	ESR Policy such as changes to and termination of ESRs needs review by Dept. Chairs & ALD.	Reviewed by DSOC 8/20 - To be put on list for a Chair's Meeting	RO L. Bowerman	In Process	Stand Down	13

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25	NE	Traffic Safety	Crosswalk needed Bldg. 130 to Bldg. 400	Sent to ESH Q2 list 8/20 – Invite B. Penn to discuss Traffic Safety Rules	ALD G. Stokes	In Process	Stand Down	13
51	DA	Training	Ability to access Web-based training courses to use as reference without taking test/training.		RO P. Carr	In Process	Employee ESH Concern	11
58	DA	Training	LOTO – why is Electrical Safety 1 a pre-requisite?		RO P. Carr		New 8/24/12 DSOC	10
26	TT	Safety	Housekeeping Days need to keep up with “Stuff”	7/26 - To be scheduled in FY13 7/31 –PC contacted RSMs & CSMs regarding needs and scheduling.	RO L. Bowerman	In Process	Stand Down	9
27	NE	Ergonomics	B. 130 - J. Nie has ergonomic concern. PC users & ergo desk which allows user to stand &/or sit	New ergo equipment ordered - SHSD Rep to perform ergonomic evaluation after new equipment received 6/27 - equipment not purchased due to funding. Ergo assessment is still to be performed 8/2 Ergo assessment completed, awaiting report from SHSD Rep. 8/27 –Ergo Assessment results - recommend keyboard tray be installed on current work station	RO L. Bowerman & NE	In Process	Stand Down	9
28	NE	Traffic Safety	Need for sidewalks outside 197 – North Side of Cornell	Sent to ESH Q2 list 8/20 – Invite B. Penn to discuss Traffic Safety Rules	RO L. Bowerman	In Process	Stand Down	9
29	NE	Traffic Safety	Is it possible to have bike lanes installed on main roads	Sent to ESH Q2 list 8/20 – Invite B. Penn to discuss Traffic Safety Rules	RO L. Bowerman	In Process	Stand Down	9
30	NE	Traffic Safety	Need for stoplight or speed bump at intersection of Brookhaven Ave & Center St.	Sent to ESH Q2 list 8/20 – Invite B. Penn to discuss Traffic Safety Rules	DA	In Process	Stand Down	9
53	DA	Traffic Safety	Circle at Berkner needs to be labeled as crosswalk or pedestrian area.	ESH Q2 List	RO L. Bowerman	In Process		9
32	NN	Traffic Safety	Is there an improvement plan to repair roads?	Sent to ESH Q2 list Response received from L. Bates There is a priority list for paving and F&O works its way down it as funds are available 8/10 – Request Priority List from F&O	F&O	In Process	Stand Down	8

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50	NN	Traffic Safety	Need for sidewalk on Center Street, between Cornell and Brookhaven Avenue.	8/10 To be submitted to the ESH Q3 List. 8/20 – Invite B. Penn to discuss Traffic Safety Rules	RO L. Bowerman	In Process		6
10	ST	Safety/Operations	During ISB 1 DRY Room design Safety SMEs were not facilitating and did not assist with resolving issues, they merely pointed out that certain requested designs were not compliant and could not be done. Roadblocks without offering solutions.	Use for informational purposes during SLA negotiations, etc. 8/9 – During SLA negotiations it was brought to the ESH ALD's attention that SMEs are not available to facilitate issues. 8/22/12 – DCOO incorporated this information in the SLA to be signed by ALD.	IRMC M. Cowell	Closed	Stand Down	0
52	DA	Training	Guests being processed by GUV Center without proper required documentation identifying required training (NEO Form).		RO P. Carr			

≥25	High
≥15	Medium
≥5	Low
Closed	
New- to be reviewed & prioritized	