

# GARS Operations Newsletter

VOLUME I, ISSUE I

September-October, 2010

## GARS Cognizant Space Managers

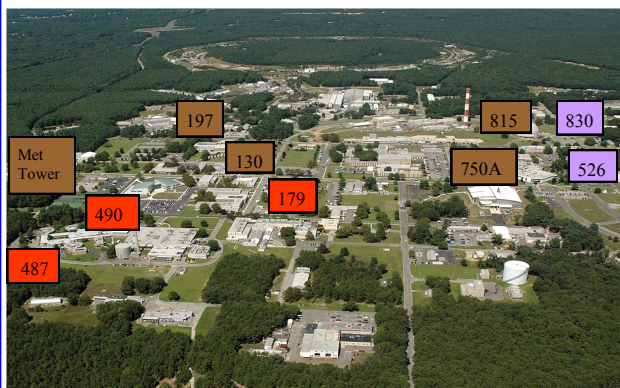


As part of the Blueprint Project, the GARS Directorate will be piloting a new program within its laboratory space. Research Operations Coordination and Oversight (ROCO) is a key area that addresses the interface between research and facilities as well as day-to-day operations. As part of the ROCO initiative, Cognizant Space Managers have been chosen by their Department Chairs to provide ongoing oversight of activities and operations in the Directorate's laboratory space. These individuals are knowledgeable

of the activities and will enable safe and productive working conditions, provide leadership to the workers, and act as stewards of the space. The Cognizant Space Manager (CSM) will monitor the lab space, brief new employees/guests working in labs and participate in Experimental Safety Reviews among other tasks. The CSMs will also employ a Suspend Work Policy that allows them to restrict work or access to a lab until corrective actions are implemented. The new Cognizant Space Managers for the NN Department are: Tom Roberts, Paul Philipsberg, Anwar Hossain, Giuseppe Camarda, Ed Hoey and Abraham Zepeda. For the new Sustainable Energies Department they are Chris Brown, Yusuf Celebi, and Damon Turney. Research Operations looks forward to working with the new CSMs as they begin their new roles.

*Cognizant Space Managers will enhance our safety culture and reinforce our safety commitment.*

## GARS and IFM



**Integrated Facility Management (IFM)** rolled out Oct. 1, 2010. Building occupants may have already been contacted by the **Facility Complex Manager (FCM)** heading their Complex's Team, and/or the **Facility Program Manager (FPM)** assigned to their building. Here is some useful information for GARS/EE staff - GARS and EE (occupied) buildings and their associated complexes and the contacts:

### Central Complex

**FCM:** Mark Davis.

**FPMs:** **B. 130** - Imran Latif ; **B. 197 & B. 815** - Gerry Guerra; **750A** - Stan Sakry; **Met Tower** - Steve Howell.

### East Complex

**FCM:** Chris Johnson

**FPMs:** **B. 526** - Joe Stanisci, **B. 830 & Rad Tech** - Joann Giambalvo, **B. 836** - John Biemer.

### South Complex

**FCM:** Tom Roza.

**FPMs:** **B. 179** - Chuck Schuster, **B. 490** - Chris Harris, **B. 487** - Chuck Schuster

**The New BNL Process for Requesting Work** - Anyone can request work by contacting the Call Center at Ext. 2468, or contacting your Facility Program Manager (FPM). There is no longer a need to contact your Building Manager regarding building/facility issues; each staff member may contact F&O directly.

GARS Building Managers will remain as Points of Contact until IFM has time to fully integrate.

**THANKS to all of our Building Managers for doing a great job!**

## Housekeeping Project Update: Next clean up is B. 815 in November



## Safety Solutions



Thanks to a suggestion received last year during the Directorate Stand-down, GARS Research Operations used Safety Funding to purchase Wet Umbrella Bag Stands for several of our buildings. During the next week or so you may see one at the entrance to your building, so feel free to grab a bag and put your wet umbrella in it to keep the floors dry and prevent slips trips and falls. This is another example of staff involvement in the continual improvement of our program and operations. Please continue to provide your ideas and input to your line management &/or Research Operations (RO). Some of the ways include contacting your ESH Coordinator, Pat Carr or Linda Bowerman, utilizing the Safety Solutions (S2) or Pollution Prevention (P2) Programs, or anonymously via the RO Website at: <http://www.bnl.gov/gars/resops/feedback/>

## Computer Replacement Program



GARS implemented the first phase of its computer replacement program for the Directorate in FY 2010, providing each GARS staff member with one primary office computer that will be updated on a regular basis and enabling all staff members to have access to an updated computer with updated software for communicating and interfacing with colleagues within and outside the Laboratory. In September, GARS ordered and received over **50** computers to replace machines in the Directorate that are over 5 years old. These machines will be equipped with the latest version of MS Office and Adobe Professional. ITD is currently working to set up the machines and will deliver them to owners shortly. Basic Program Guidelines: **1)** All GARS staff members will be required to participate in the program, **2)** The machine provided by the program can be a desktop, laptop or workstation, but it must be the primary machine used by the staff member for multi-programmatic purposes, **3)** Only 1 machine per staff member will be supported by this program. **4)** The machine provided must be turned in for replacement on the 3 year program cycle. Standardized computer configurations have been established by ITD and must be used for this program. This program does not cover secondary computers used for travel or backup, nor does it cover computers in laboratories. Backup machines and laboratory machines will continue to be procured at programmatic expense. Technical support will continue to be provided by BNL's Information Technology Division. The program will continue in FY 2011 as funding becomes available. Questions can be addressed to B.J. Carreras or Bob Lofaro.

## Property Sweep



In 2009, GARS initiated a Property Sweep to better manage its inventory of laboratory equipment and to properly disposition equipment no longer useful to programs. A walk-down of GARS laboratories was performed and all laboratory equipment was inventoried and tagged with a classification: A = Central to and adequate for current projects, B = Central to and marginal for current projects, C = Idle but held for proposed projects, D = Idle, E = Obsolete, F = Non-functional. A plan to disposition equipment was developed and Directorate funding replaced 3 old items with **new** multi-programmatic instruments. Class C equipment was stored and plans were made to excess the remaining equipment. The property sweep was a success and helped improve safety. As a reminder, this program is ongoing and, as projects are completed, all equipment associated with the project should be reviewed and classified based upon its expected use for other projects. Questions on this program call Bob Lofaro.