

Minutes of the Physics Division ES&H Committee
April 14, 2008

Attendees:

F. Rosado, M. White, J. Kadyk, N. Palaio, H. Speiler, C. Thompson, J. Emes, A. Spadafora, S. Loken, N. Landau

New Emergency Safety Response Guide

- Some sections need to be filled out
- More can be obtained if needed
- These guides should be posted in all common areas

Safety Stats

- CATS: Four open items, 20 overdue (Facilities issues – cracked windows on 5th floor)
- JHQ Compliance = 75%; No big push for this since the switch to JHA will occur in about a month
- Guests who have not completed their JHQ has been an ongoing problem and will continue to be an issue with the JHA
- Training Compliance = 86%
- Marty White will speak with admin assts. About reminding employees who have not completed required training
- Lab Inspections = 57%; Most violators are the same ones each reporting period
- Suggest an email goes out to remind all group leaders when inspections are due
- Get Siegrist involved and ask for his help. These inspections are very important and not a hard task to complete

Report to Director

- Training – “Employees are encouraged” should be changed to something more stern/strict
- Move paragraph re: Inspections to the top of the report; Emphasize it more
- Importance stressed on getting/keeping DD involved. He is the one that can put restrictions and penalize those that don't complete inspections and other safety duties
- Should these group leaders be expected to do these inspections? Admin assts. SHOULD NOT be doing them. Maybe delegate to someone familiar with the labs
- Marty will send out reminders re: office inspections to supervisors
- Report will be revised and sent out again