

FESHM 1070: FERMILAB WORK SMART SET

Revision History

Author	Description of Change	Revision Date
Martha Michels	Updated the WSS Process Flow and changed the language in the legal office responsibilities section.	February 2013
Martha Michels	FESHM Chapter revision date changed to reflect the fact that the WSS now links to Appendix I in the contract.	November 2012
Martha Michels	Reformatted	August 2011

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1.0 INTRODUCTION

Fermilab has adopted the Necessary and Sufficient (N&S) Process for determining the Work Smart Set (WSS) of standards to determine the appropriate ES&H standards to ensure the safe and environmentally responsible operations of the laboratory. Fermilab, in conjunction with participation from, the DOE FSO, the Chicago Office – Integrated Support Center and the Office of Science (SC), conducted the first site-wide application of the Departmental N&S Closure Process. The result was a set of significant hazard aspects and impacts that were used to establish a Work Smart Set of standards which have been incorporated into the prime contract with DOE. These standards, if properly implemented, provide adequate assurance that the public, workers, and environment are protected from adverse consequences. Fermilab's work activities, the hazards associated with the work, and the standards are reviewed on an annual basis, and revised as needed. Additionally, new standards promulgated by DOE or national standards-making bodies (e.g. National Fire Protection Association) are evaluated and incorporated into the WSS as appropriate.

2.0 RESPONSIBILITIES

2.1 Chief Operating Officer (COO)

- Assure that approved changes to Fermilab's WSS are incorporated into the FRA contract with DOE.

2.2 Chief Safety Officer (CSO)

- Conduct annual reviews of the WSS and recommend, to Fermilab management, changes to the set.
- Distribute copies of the revised WSS to the Legal Office for inclusion in Appendix I of the contract.

2.3 Fermilab General Counsel

- Update the basic contract whenever it is appropriately modified.

3.0 PROGRAM DESCRIPTION

The WSS shall be reviewed on an annual basis. The Chief Safety Officer will transmit to the Chief Operating Officer any recommended changes to the WSS. Once the set has been accepted by DOE-FSO it will be incorporated into the contract with FRA.

Work Smart Set Process Flow (WSS is Appendix I of the contract)

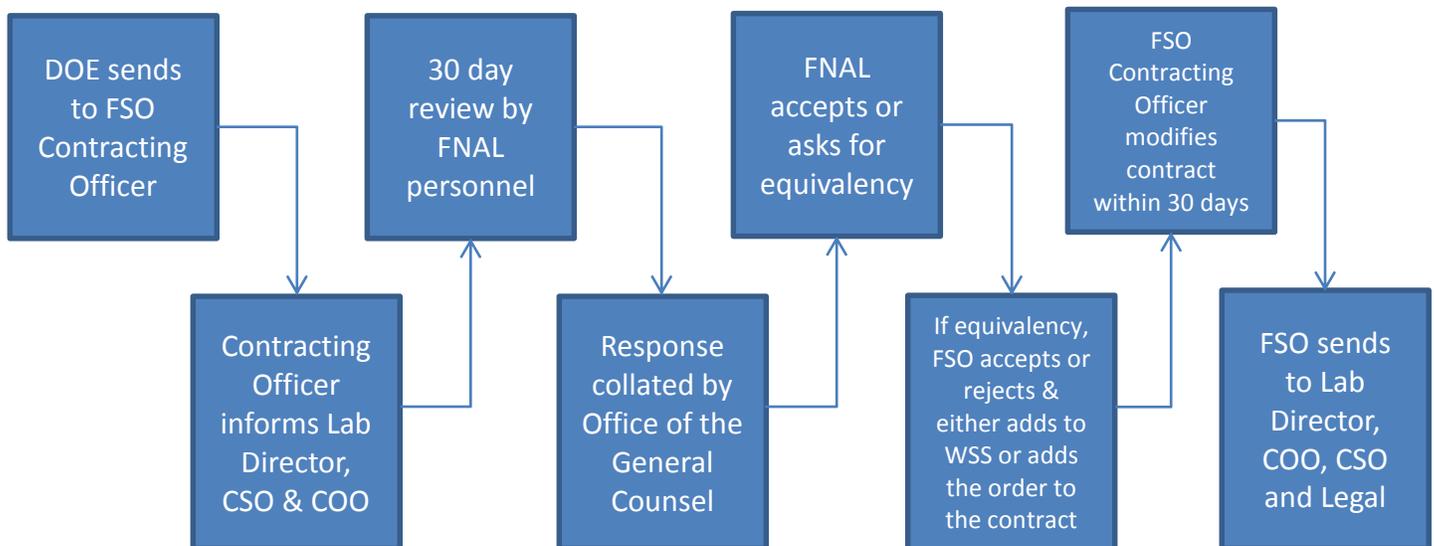
For a new request from Fermilab via ESH&Q

(At any point if the request is denied the process moves back one step.)



For a new DOE Directive

(At any point if the request is denied the process moves back one step.)



4.0 REFERENCES

[Office of General Counsel - Contracts and Documents](#)

Select 'DOE Directives and Current Appendix 1'