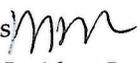


Martha E. Michels
Chief Safety Officer

ESH&Q Section
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Date: November 19, 2018
To: Timothy I. Meyer, COO
From: Martha Michels 
Re: FESHM 3020 – Incident Investigation and Analysis

FESHM 3020 has been updated as follows:

- Removed reference to Improvements Database and replaced with ESH&Q Section’s Quarterly Summaries
- Clarified chapter responsibilities in light of the creation of the Incident Analysis Team (IAT).
- Provided additional Investigation and Analysis guidance
- Forms and flowchart have been updated

The chapter has gone through the labwide review process, all comments have been addressed, and it is ready for your review and approval.

The chapter has been sent to you and Lisa Vega electronically. If a paper copy is required, you may either print it out or contact Lisa and she will provide it to you.

Please return this signature page to Kristy Gibson at MS 119 after Directorate approval.

Recommended for Approval:

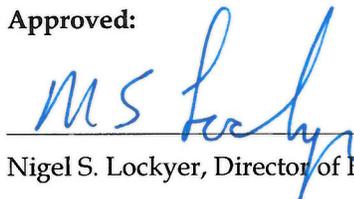


Timothy I. Meyer, COO

11/19/2018

Date

Approved:



Nigel S. Lockyer, Director of Fermilab

11/19/18

Date