



AMES LABORATORY

Creating Materials & Energy Solutions

U.S. DEPARTMENT OF ENERGY

ESH&A Newsletter - March 2016

ESH&A Develops Strategic Plan

ESH&A is pleased to announce the development of its 2016 – 2020 Strategic Plan. The ESH&A Plan complements and supports the Laboratory’s efforts to *execute work safely* through improvements in engagement and safety culture, work planning and control, and identification and mitigation of hazards. Our vision is to innovate a safe, healthy, and sustainable community while encouraging everyone to Stop, Think, Check, and do their work Safely.

ESH&A Strategic Plan
2016-2020

Vision
Innovating a safe, healthy, and sustainable community.

Mission
ESH&A will partner with scientists, staff, and students to provide quality safety and health services, education, and technical guidance through engagement and expertise.

Goals

- Partnerships**
ESH&A will nurture partnerships that grow health and safety programs through the enhancement of safety culture, improved education, and increased engagement.
- Performance**
ESH&A will advance and evaluate health, safety, and operational performance through process improvement and applicable metrics.
- Promote**
ESH&A will raise awareness by promoting and marketing health and safety activities and ESH&A services and expertise in a professional and engaging manner.
- Team**
ESH&A will foster teamwork within ESH&A and the Laboratory by demonstrating respect, efficiency, and accountability, and by mentoring others to ensure a consistent message and continuity of operations.

ESH&A Guiding Principles

- Respect**
We embrace diversity and treat everyone with courtesy, equality, fairness, and respect.
- Integrity**
We operate openly and hold high ethical standards.
- Responsibility**
We are accountable to Ames Laboratory and to each other.
- Agility**
We are devoted to constant innovation and improvement in our services.
- Boldness**
We are results focused and willing to make tough decisions to ensure a healthy future for the Laboratory.
- Collaboration**
We communicate and work as a team, and partner with the Laboratory community to solve problems.
- Dedication**
We are proudly committed to providing outstanding customer service.
- Commitment**
Laboratory employees are our most valuable asset. We are dedicated to supporting all Laboratory activities and doing our best to provide a safe and healthy work environment.

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Safety Hero - Ellen Price



Your March Safety Hero is Ellen Price! Ellen, an Account Specialist in 224 TASF, noticed a water leak in 307 Spedding and quickly reported it. Her action allowed the leak to be contained to 307 and prevented damage to equipment in the lab and to the office below.

“This is a great example of how important it is for all employees to be on the lookout for unsafe conditions.” said ESH&A Manager Sean Whalen “Ellen saw a hazard and didn’t assume it was being handled by others. She made sure the right people were aware of the situation, and that help was on the way.”



Compressed Gases and Cryogenic Liquids Follow-up

During the week of January 11, the Laboratory completed a joint Compressed Gas and Cryogenic Liquids safety assessment. The assessment was led by DOE personnel from the Chicago Integrated Support Center. In response to the assessment, ESH&A staff lead by Shawn Nelson completed a comprehensive inventory of cylinders and Dewars in Ames Lab buildings. 377 cylinders and 34 Dewars were identified, with the majority of the cylinders containing inert gases. In most cases the cylinders and Dewars are being stored and used correctly. There were some straps in need of replacement, and several cylinders which need to be hydrostatically tested when cycled out of service. ESH&A sent tailored memos to group leaders and managers whose areas contain cylinders or Dewars with a list of actions to be completed by April 1.



**Quality Assurance Assessment
Completed February 23 – 26**

The DOE Ames Site Office and Integrated Support Center performed an assessment of the Laboratory's Quality Assurance Program (QAP) during the week of February 22, 2016. The focus of the assessment was Work Processes, Design, Procurement, Inspection and Testing, and Suspect and Counterfeit Items Prevention.

Quality at the Laboratory is everyone's business, and proper practices improve safety, efficiency, and economy.

For a Quality refresher take a look at the [Quality Assurance Program Plan](#), or review [AL-222, Quality Assurance Program Awareness Training](#).

The Team identified several strengths in Laboratory programs, including: clear, concise, thorough, and well organized records for Purchase Orders, design and fabrication of in-house design/build projects, and Sensitive Instrument Facility engineering and design; and excellent communication during equipment purchases and construction projects.

Areas in which the Laboratory can improve include clarifying how a graded approach is being applied in each area, ensuring supporting documentation for processes fulfilling QA requirements, and more clearly defining how consensus standards are integrated into the program.

The assessment provided the Laboratory with a great opportunity to evaluate our QA program with the help of external 'eyes', and incorporate improvements which ensures continued operation at a high level of value to the Laboratory, our Contractor, and the DOE.



Green your spring cleaning! Check out the Environmental Protection Agency's [Safer Choice](#) cleaning products.

See the [Sierra Club](#) for more green cleaning tips, such as:

- hang dry your laundry
- use houseplants to freshen the air
- de-clutter your closet and donate items you no longer wear or use them as rags.

Beware the “Eyeds” of March – Work and Home Eye Safety Tips

March is [Prevent Blindness America Workplace Eye Wellness Month](#) and [American Optometric Association Save Your Vision Month](#). Follow the links for work and home eye safety tips.

Of course, the #1 way to prevent eye injuries is to ALWAYS wear eye protection when there is the potential for flying debris. Recently, a personal acquaintance of the ESH&A Manager received a serious eye injury when working with glass in his home garage. A shard of glass lacerated the center of his eye, causing what is expected to be permanent vision impairment. He joked with his son right before the accident that maybe they should be wearing safety glasses. In many cases an injury can be prevented by simply *doing* what we know we should be *doing*.

The Training and Documents office has been working hard to improve the efficiency of the document control process at Ames Laboratory for document authors and document users. We want to thank document authors, Executive Council and IS for their feedback, collaboration and guidance during this process.

We have begun to make changes on our end to decrease the time it takes for documents to be reviewed including use of a new document database and using CyBox for document editing. Shortly, document authors will begin to receive email notifications for document review dates to decrease the number of documents overdue for review.

It is our intention to ensure the document control process is held to best practice Quality Assurance processes. More importantly, we have changed our processes to ensure that all document users have the information they need to complete their jobs in a timely and efficient manner.

If you have questions about the changes in the document control process please feel free to reach out to either Hiliary Burns (hburns@ameslab.gov) or Molly Granseth (mgranseth@ameslab.gov).

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