

BROOKHAVEN NATIONAL LABORATORY PHYSICS DEPARTMENT	Number: PO-EMS-04	Revision: 5.1
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Subject: Environmental Management Planning Form		EMPform.doc
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BNL ENVIRONMENTAL MANAGEMENT SYSTEM ENVIRONMENTAL MANAGEMENT PLANNING FORM

ENVIRONMENTAL MANAGEMENT PROGRAM FOR: Working in the Physics Department.	Completed by: <u>R. Gill</u> Date: <u>1/6/2004</u>
<p>1. Objective(s):</p> <ul style="list-style-type: none"> • Maintain compliance with applicable environmental protection requirements. • Integrate pollution prevention/waste minimization and resource conservation into all planning and decision-making. 	
<p>2. Target(s):</p> <ul style="list-style-type: none"> • Review all work planning and control of experiments and operations for environmental aspects. • Include pollution prevention and waste minimization in all work planning and control of experiments and operations. • Involve the ECR in Experiment Safety Reviews that may have environmental consequences. 	
<p>3. Performance Indicator(s):</p> <ul style="list-style-type: none"> • Percentage of Tier I, self-assessment or environmental compliance assessments completed. • Percentage of active Experiment Safety Reviews and Work Plans evaluated for significant environmental aspects. • Percentage of active Experiment Safety Reviews and Work Plans that include pollution prevention and waste minimization plans, initiatives, or goals. • ECR membership in ES&H and Experiment Safety Review Committees. 	
<p>4. Environmental Program Description:</p> <p>A variety of work, including small-scale experiments, machine shops, operation of a 90-Day Hazardous Waste Area, and other support functions are conducted in the Physics Department. These activities sometimes involve hazardous, or radioactive materials and other Significant Environmental Aspects. An Experimental Safety Review Committee, or the Work Planning Coordinator reviews each activity.</p> <p>The environmental management program and associated operational controls are instituted to manage operations in accordance with applicable regulatory requirements, to evaluate the feasibility of pollution prevention opportunities that eliminate or reduce the generation of these wastes, and to continually improve operations. Tier I, self-assessments and EMS assessments continually provide compliance checks and opportunities for improvement. A pollution prevention and waste minimization considerations are included in each Experiment Safety Review. Pollution Prevention opportunities identified by this method are assessed and implemented if deemed appropriate for the Department.</p> <p>The responsibility for coordinating these tasks lies with the Physics Department EMS Management Representative with cooperation from the researchers and their staff, and assistance from the ES&H Coordinator and the ECR, and approval from Senior Management.</p>	

5. Activities:

- Generation and disposal of waste (Industrial, Hazardous, Radioactive, Mixed). *No medical waste as industrial sharps are not RMW, but are taken to 490 for disposal.*
- Operation of 90-Day Hazardous Waste Accumulation Area.
- Operation of Hazardous Waste Satellite Accumulation Areas.
- Operation of hoods.
- Building and testing equipment including electronic repair and soldering.
- Storage and use of chemicals. *This significant aspect includes Transportation and Storage of Chemicals/Radioactive materials and the engineering controls as per the Health Department's Article XII requirements, and PCBs in the ATF.*
- Storage and use of radioactive materials.
- Transportation of radioactive materials (sealed sources) and chemicals on site.
- Storage and transfer of oil in Article 12 Tank at ATF.

6. Operational Controls (technological, operational, procedural operating criteria):

- Secondary containment of stored waste liquids and proper labeling.
- Proper posting satellite and 90-Day areas.
- Tier I and self-assessment programs.
- Proper labeling and surveying of all radioactive waste.
- Relevant Subject Areas and ES&H Standards.
- Article 12 regulations.

7. Records:

- Tier I inspection and self-assessment records.
- Incident investigation reports, where applicable.
- Training Records.
- Experimental Safety Review Forms and approvals.
- Article 12 requirements.

8. Funding Source/Budget:

Physics Department Operating Budgets, including ES&H, administrative and effected group's budgets, as appropriate.

9. Action Plan For Achieving Objectives/Targets – Structure, Authorities, Responsibilities, and Training:

Position	Responsibilities	Training
ES&H Coordinator	Tier I, self assessment and environmental compliance assessment documentation	As specified in relevant JTA.
Training Coordinator	Assign required training and maintains JTA. Updates database for JTA and facility specific training courses	As specified in relevant JTA.
Department EMS Representative	Maintains the Physics Department EMS, sets goals and targets, schedules internal audits, and keeps management apprised of the status of the EMS.	As specified in relevant JTA.
Experimental Review Coordinator & ES&H Committee	Review new and updated experiments. Assist the EMS Coordinator, as needed, in the identification and control of Significant Environmental Aspects. Review and approve EMS related documentation, as needed.	As specified in relevant JTAs.

Environmental Compliance Representative	Maintain corrective actions in FATS tracking database. Assists the Department in matters related to environmental issues and regulations. Serves as a point of contact and liaison between the Department and Environmental Services Division. Serves as a member of the Department's ES&H and Experiment Safety Review Committee. Assists in Article 12 compliance.	As specified in relevant JTAs.
90-Day Area Manager	Maintain the Department 90-Day Accumulation Area(s) in compliance with regulations as specified in relevant BNL subject areas. Maintain the Contingency Plan so that it reflects the appropriate current information necessary to respond to a spill or emergency situation. Manages the Universal Waste (batteries) Area.	90-Day Area Manager, Hazardous Waste Generator, and Radioactive Waste Generator Training, as required by the relevant JTA.
Waste Generators	Maintain their satellites storage areas in compliance with environmental regulations as specified in relevant BNL subject areas.	Hazardous Waste Generator training, in addition to other training as required by their JTA.
Local Emergency Coordinator	Maintain and distribute Local Emergency Plans for facilities and participate in emergency drills.	As specified in relevant JTA.
All Staff	Perform their work in a manner that minimizes its impact on the environment. To be responsive to incidents that may have environmental consequences by reporting spills (x2222) and assisting in containing or cleaning up spills commiserate with their training and experience.	As specified in relevant JTAs.