ISM: Integrated Safety Management – ALL WORK IS PLANNED

Five Core Functions
1. Define the scope of work
2. Identify and analyze hazards
3. Develop and implement controls
4. Perform work
5. Feedback and improvement

Experimental Work Planning Processes
- **Experimental Safety Review** (ESR) is your key process
- Reference your ESR as the mechanism to identify & control hazards (e.g., electrical, chemical, compressed gases, mechanical, waste generation) and assess risks
- Make sure changes have been incorporated
- Work Permits used infrequently, for large jobs, setup, and tear downs
- Applicable **Job Risk Assessments** (JRAs)

Working in Offices
- Review the **Job Risk Assessment** (JRA) for this type of work
- Make sure hazards associated with your work are identified and controlled
- Be aware of ergonomic issues, housekeeping, portable heaters and fans, shelf loading, etc.

Feedback and Improvement processes
- What processes do you use?
- Departmental staff meetings, Weekly group meetings, Post job briefings, performance appraisals, ESH committee meetings, EMS/OHSAS objectives and targets, lessons learned, others...

Personal Protective Equipment (PPE)
- Compliance with Postings and ESR requirements (i.e. safety glasses, gloves, etc.)
- Know where the PPE is located?

Support Staff
- Ron Gill (ext. 3987), Mike Zarcone (ext. 5890), ESH Coordinators, EMS/OHSAS Reps
- Ron Gill, Experiment Review Coordinator, ext. 3987
- Barbara Moebes, Training Coordinator, ext. 2585
- Sal Marino, Building Manager, ext. 2281
- Sal Marino, Local Emergency Coordinator, ext. 2281
- Mel Van Essendelft, Environmental Compliance Rep, ext. 2905
- Wai-Lin Litzke, Safety & Health Rep, ext. 7153
- Joe Vignola, Facility Support Rep, ext. 3846

Things to Know
- How you are involved in the identification & control of hazards?
- How you provide feedback & how feedback provided is implemented?
- The avenues/processes for raising safety concerns are:
  - Your supervisor, manager, Experiment Review Coordinator, ESH Coordinator, or Safety and Health or Facility Support Representatives
  - Employees Concerns Program (Sue Foster X2888)
  - Environment Safety and Health (ES&H) Hotline x8800
  - ES&H Concern and Suggestion Form