

**Facilities Engineering Services Section
CY 2008 ES&H Plan**

1. Demonstrate Management Commitment of ES&H as part of our overall Integrated Safety Management System:

- Conduct monthly management tours with a focus on occupied buildings with on-going work activities being performed and attempt to tour those areas more than once.
- Incorporate ES&H Performance Goals into the performance evaluation goal setting process for every Supervisor and the Senior Safety Officer.
- Continued focus on processes and procedures to ensure they are current, communicated, and new employees are trained.
- Develop a system for tracking/trending ES&H issues and Lessons Learned within the Section.
- Perform Causal Analysis on all incidents to analyze activities, procedures, and processes in order to prevent more serious events from occurring in the future.
- Implement recommendations from the HVAC/Safety committee.

2. Provide a Work Environment that Protects Workers and promotes employee ES&H:

- Emphasize safe vehicle driving practices. Implement a pilot program to test the effectiveness of back-up sensors in an attempt to reduce/eliminate the number of backing incidents.
- FESS will recognize the 10 year anniversary of it's "Sign Up for Safety" campaign, by having all employees renew their commitment to ES&H by signing a poster board indicating the Sections goals for ES&H. We will also have all new employees sign the board as part of their FESS orientation.
- Develop Hazard Analysis (HA) for all corrective work orders generated by the scheduling/planning group of FESS Operations.
- Incorporate ES&H Performance Goals into the performance evaluation goal setting process for every employee.
- Human Performance Improvement training for all FESS supervisors to better understand what causes errors and accidents in the workplace.

- Continue to work with the Fermilab Medical Office and the ES&H section to improve upon the case management process for both occupational and non-occupational injury cases that occur in FESS.

3. Improve Communication between Senior Management and all Section employees:

- We will build upon the FY 07 efforts and continue with the various toolbox meetings, department meetings, and Section-wide all hands meetings as a communication method to improve employee ES&H awareness and safe work practices.
- Create an ES&H Folder on a FESS Shared drive that could be a depository of Hazard Analyses, Work Permits, and Section-specific Lessons Learned.

4. Establish Sustainable practices throughout the Section, including Waste Management, Minimization, and Pollution Prevention:

- Complete testing and implementation of the web-based environmental review form FESS-wide.
- Review FESS procedures and exhibits to upgrade sustainable practices, Waste Management/Pollution Prevention and general environmental content.
- Continue to develop a training module that integrates the Environmental Management System (EMS) and environmental impacts of construction.
- Develop the means to record and track recycling of construction and demolition wastes by sub-contractors.