



Now That You've Taken GET.... Let's talk about Safety at PPPL!

PPPL's Culture of Safety

Perhaps at home or other places you've worked there may have been safety practices that seemed acceptable, but at PPPL we have a heightened attention to safety.

These are key safety issues you need to understand.

- DO NOT CROSS, LIFT, CUT OR JUMP OVER** Danger or Caution Tape. **This directive is strictly enforced at PPPL.** Risks include: Serious Injury, damage to Lab equipment and/or Disciplinary Action up to and including termination of employment.
- Don't block exit doors and aisle ways.
- Observe all postings; never enter a posted area unless you satisfy all posted requirements for entry.
- Don't "daisy chain" electrical equipment; all extension cords and multiple outlet power strips must be plugged into wall outlets.
- Report all occupational injuries to your supervisor and/or to the Occupational Medicine Office (OMO).
- If you see someone working unsafely, ask that person to stop work.
- Report unsafe areas or behaviors to your supervisor or to the ES&H department (by phone, email or SOS box).
- Always use safe lifting techniques and never try to lift a load heavier than 50 lbs. Get help if you're not sure you can safely lift something.

Required For All Employees:

Based on your experience and knowledge you were selected, from a large group of many talented candidates to join the PPPL team. At PPPL all employees are required to complete our internal safety training programs, to become familiar with PPPL's high safety standards.

- Hazard Awareness Training:** Take this training at your earliest opportunity.

Safety Training is required before you work with:

- Ladders:** Before using ladders at PPPL you are required to complete ladder safety training. Always perform a personal inspection of any ladder for safety before using it.
- PPPL Equipment/Tools:** Do not operate PPPL equipment (e.g., lasers, machine tools, forklift trucks, etc.) Without proper training and any required certification.
- Circuit Breakers:** Do not operate any circuit breakers at PPPL (special training & personal protective equipment are required for this).

Job Hazards

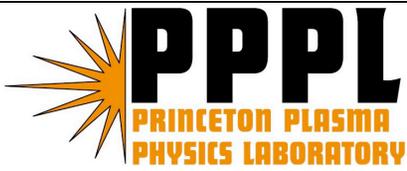
- Job Hazards Analysis:** Any job at the laboratory that involves hazards requires a job hazards analysis (JHA) and pre-job briefing before starting work.
- Working Alone:** You cannot work alone on a job with hazards unless you have a job hazards analysis (JHA) signed by Bill Slavin.

I have reviewed these safety topics with _____

New Hire Name

Hiring Manager Signature

Date



IMPORTANT for Experimentalists: Now That You've Taken GET.... Let's talk about Safety at PPPL!

Safety "Don'ts" at PPPL

- DON'T** assume **ANYTHING!**
- DON'T** perform any work not authorized by your Responsible Line Manager (RLM).
- DON'T** take shortcuts.
- DON'T** use the wrong tool or equipment for the job.
- DON'T** rush. Take the time to work safely.
- DON'T** ignore unsafe behaviors.

Safety "Do's" at PPPL

- If you don't know, or are unsure about something, **ASK SOMEONE!!!!**
- Know who your **Responsible Line Manager (RLM)** is. Ask your supervisor, host, one of the people listed on the door of your room/lab, or contact Jerry Levine (at x3439 or jlevine@pppl.gov).
- Make sure your RLM knows and approves what you are doing, and you have all required approvals.
- Follow **Integrated Safety Management (ISM)**; in performing any work. Do the following:
 1. Define the Scope of Work (what are the tasks to be done)
 2. Analyze the Hazards (what can hurt me while doing these tasks)
 3. Develop and Implement Controls (how do I protect myself from the hazards posed by these tasks)
 4. Work within Controls (use the controls while performing the tasks)
 5. Provide Feedback (if some part of the task changes from what was planned, start over from "Define the scope of work")
- Utilize available resources and people such as technicians and ES&H personnel.
- Take the training required for your work and hazards.
- Keep your work area clean and orderly.
- Use the required and appropriate personal protective equipment (PPE).
- Write, Read, Understand and Follow Procedures for the operation.
- Help others and ask for help when needed.
- Stop anybody you see doing something unsafely.

I have reviewed these safety topics with _____

Name

Host/Supervisor Signature

Date