




Department of Energy
National Nuclear Security Administration
Washington, DC 20585



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MEMORANDUM FOR MANAGER, PANTEX SITE OFFICE
 MANAGER, NEVADA SITE OFFICE
 MANAGER, SANDIA SITE OFFICE
 MANAGER, KANSAS CITY SITE OFFICE
 MANAGER, SAVANNAH RIVER SITE OFFICE
 MANAGER, LIVERMORE, SITE OFFICE
 MANAGER, LOS ALAMOS SITE OFFICE
 MANAGER, Y-12 SITE OFFICE

FROM: Everet H. Beckner 
 Deputy Administrator
 for Defense Programs

SUBJECT: ACTION: THE NATIONAL NUCLEAR SECURITY
 ADMINISTRATION ELECTRICAL SAFETY

As a follow-on to the Department of Energy (DOE) Secretary's designation of May 2004 as Electrical Safety Month, the National Nuclear Security Administration (NNSA) is participating in a DOE Deputy Secretary initiative establishing an Electrical Safety Advisory Group. The Group's charter is to evaluate causes of recurring electrical events and focus on Department-wide actions to reduce these events.

The rate of electrical occurrences within DOE for the first 17 weeks of 2004 was 2.6 occurrences per week, slightly higher than what DOE experienced in 2002-2003, which was in itself unacceptably high. The trend of NNSA electrical occurrences in 2004 generally tracks what has been experienced DOE-wide.

The NNSA needs to take actions to improve performance in electrical safety. By applying lessons learned to improve performance, we can remove or mitigate electrical safety hazards in the workplace.

Lessons Learned Applicable to Electrical Safety

Electrical safety considerations that apply to NNSA operations include:

- Decommissioning activities having the potential for contact with unidentified hazardous energy sources. Control panels frequently have multiple input sources that must be identified and de-energized.

- Performing work activities to abandoned equipment. Personnel should pay particular attention to verify that all services are properly identified and disconnected.
- Proper compliance with basic safety rules in assuming all exposed electrical conductors are energized. Unless verified otherwise, stressing this in all pre-job briefings is crucial.
- Use of temporary wiring equipment such as power strips and extension cords without first inspecting the equipment to assure it is in safe and acceptable operating condition. Do not exceed the recommended or rated capacity of attached electrical equipment.

Improving Electrical Safety

The Department's Office of Corporate Performance Assessment (EH-3) recently prepared a report that describes commonly made electrical safety errors and identifies actions taken and planned to prevent similar occurrences. The report is available on EH's Web site at www.eh.doe.gov/paa. The report contains specific measures to prevent future electrical safety occurrences and questions addressing the safety responsibilities of managers, work planners, supervisors, and others.

The DOE Electrical Safety Handbook (DOE-STD-1092) is being revised and when completed will be posted at the EH Technical Standards website at www.eh.doe.gov/techstds under Approved Standards. Additional sources of electrical safety information on the web are identified in the attached memorandum "Electrical Safety-Related Awareness Materials."

Action Plans

In order to focus NNSA attention on the need for improved electrical safety, I request that specific plans be formulated by each contractor to monitor and improve electrical safety at that site. Site offices should approve the plans and provide copies to NA-10 within 60 days of this memorandum.

Plans should briefly and concisely describe specific actions that will be taken to improve operations based on a careful review of the nature of the electrical safety occurrences at your site and available lessons learned. Plans should also include a summary-level schedule for implementing the actions over the next year, including Quarterly Status Reports to NA-10 on Electrical Safety Performance beginning in October 2004.

Implementation of the actions above should result in a significant reduction in electrical safety hazards over the next year. In May 2005, the Secretary and NNSA

will announce “Best” and “Most Improved” performers in electrical safety. I expect your sites to be strong competitors for both of these awards.

Attachment

cc:

M. Mallory, BWXT, Pantex

D. Ruddy, BWXT, Y-12

C. Spencer, WSRC

C. Bibb, Honeywell, FM&T

F. Tarantino, Bechtel

P. Robinson, SNL

M. Anastasio, LLNL

P. Nanos, LANL