11/16/2020 – EFOG Meeting

 Present: Nena, Wendy, Ashley, Clay, Liz, Shane, Steve, Bruno, Bruce, John

Nena

* 11/16/2020 EFOG Turnover Notes Folder in Box: <https://anl.app.box.com/folder/125626164580>
* FC on Monday Evenings please clean out the beamline cabinets and hutch doors. Take down all ESAFs that have end dates that have expired. If no beamtime reporting tool submitted, use end date on ESAF.
* Performance Appraisals were released last Friday, November 13th. Nena will set up individual meetings to go over the PAs.
* Will add Ops notes to the EFOG turnover notes later today/tomorrow, AES placement and most recent XSD GL meeting – no new information
* Experiments with non-PSC users listed on the turnover notes
* Things to look out for this week (refer to turnover notes): 5-ID-A and 10-ID-B monitors, lab eyewashes (ESH inspections have started again and missing eyewash testing have been noted on the reports)
* Nena is adding ESH walk throughs to our ESH calendar; no FC needed at inspections; ESH coordinator is doing these by themselves; FCs should give their beamlines a heads up as to the inspection schedule
* No RSS work on experiment floor; other work on floor is ongoing and there is not much new to report
* FEEPS trips at 13 was a result of a bad PLC (Per Clay look at the FC log for more information and make sure to verify that the EPICS information is accurate and not providing false information)
* If there are any issues with the FC web request page, please let Shane know
* 25 hutches were identified as high hazard hutches during the fire protection assessment (see turnover notes for complete list)
* Cassandra should have emailed you if you are due for CPR training; this training must be taken offsite
* MOM group is piloting contact tracing badges
* ANL is exploring the possibility of moving to saliva testing for COVID testing
* Shutdown Planning
	+ Per Wendy not much new
		- Groups need to prioritize their work list by the COB on 11/16/2020
		- The lists will be reviewed on 11/17 by management
		- Meeting on Wed 11/18 will firm up what work will be done during the shutdown
		- Automatic transfer switch testing will take place during shutdown. This will take out emergency power for 10 – 15 minutes and beamlines can be provided by cord drops if needed.
		- Per Leonard cords must be dropped before shutdown starts

Ashley

* On 11/17 utility work for LBB piping for compressed air and dry N2 will occur. This is just the pipe installation for now. During shutdown the utilities will be tied in and the compressed air will need to be turned off. This will affect RSS components and will require a CCWP.
* Having difficulty with Security unlocking the 435E door. This needs to be unlocked for dewar pickups. If you are onsite please check to make sure this door is unlocked. Numerous signs have been posted on the door. FedEx may call the on-call FC to unlock the door.

Clay

* Andy Stevens’ work request from today appears to be a last minute request
	+ Nena did have a conversation with Ron and Andy who said they would give us more lead time; Nena will follow up again
* 437 LOM build out has been pushed back again; we have until the end of January 2021 to move our stuff out of our cage in 437; Thomas Gog etc. still need to move their stuff at 3-BM
* Ongoing 2-ID water flow issues; Dan bled one of the Yokogawa’s but after bleeding the strip chart remained the same as prior to the bleeding; all channels at Sector 2 are now steady; Clay meeting with Phil on Tuesday morning to discuss why the labels are identified the way they are currently labeled
* **CCWPs – Job Coordinator vs. Floor Coordinator** (Refer to the following procedures: Change Control for Radiation Safety Shielding APS\_1685081 and Posting a CCWP APS\_1414320)

**Job Coordinator**

* Understand full scope of work
* Make arrangements for, or be fully aware of, all engineers and techs required for the task
* Create CCWP
* Ensure all Supervising Engineers approve to start
* Ensure the same all approved Validations Complete
* Closeout in ICMS

**Floor Coordinator**

* Determine or verify HP Type C requirements
* Print and post, logging accordingly
* Ensure a radiation safe state for work
* Close out CCWP on experiment floor
* Restore BL to normal operation, organizing and completing Type C surveys where necessary

**APS Enable & Global Online**

* Proper sequence offline = remove APS Enable, then establish Global Offline
* Proper sequence online = clear faults, establish Global Online, restore APS Enable

**Points to Remember After Work**

* Clear PSS faults where repairs or troubleshooting have created them
* Reset FEs where necessary

Shane

* Sector 22 is in the process of moving into their new cabins
* Sector 21 is ready to move and Shane has contacted the riggers
* This Wednesday and Thursday Shane will be in the Explosives Safety Meeting from 10 am – 5 pm each day

Bruce

* ESAFs
* Rad Sample Containment Catalog

John

* Asked if recording portions of the meeting was ok; group concurred
* Procedure for 12-ID-D temperature sensitive experiments is no longer needed as there is now AC in the hutch
	+ John to let Kelly Jaje know this procedure is no longer needed
* Bruno to touch base with Andy again regarding the monitors in the 433/434 truck lock
* John is going to do the eyewash testing in his area
	+ Per Nena FCs should follow up with their Sectors to ensure the eyewash testing is completed if the beamlines are supposed to be doing the testing

Bruno

* On 11/9 National Elevator certified a new lifting fixture for the PAR (completed in Central Shops)
* National Elevator’s contract has been extended to March 31, 2021
* 11/17 to 11/19 Montana Instruments will be at 6-ID installing a new cryo station and providing some training
	+ All paperwork is on Bruno’s door
* 5-ID-A portable monitor (see EFOG turnover notes)
	+ A new, permanent monitor will be installed by the MOM group once a new power cord is obtained (the power cord must be running to a dedicated outlet that has a safety cover)
* Ozone monitors sometimes need to be reset after install; procedure is on the metal cabinet in Bruno’s office

Liz

* DND-CAT TYSSR held on November 12th – no outstanding issues
	+ Liz and Paul Rossi reviewing DND-CATs safety plan
* XSD-CMS (9-ID, 12-BM, 12-ID-B,C) TYSSR – Thursday December 10th at 1pm
* ESAFs
	+ Currently 16 more identified in the query run on Sunday 11/15 that require DOE ASO approval
* If the mailboxes on Liz’s door are overflowing with paperwork, please feel free to enter Liz’s office and place the EAs and Checklists on Liz’s desk

Wendy

* Please see information from Shutdown Planning Meeting

Steve

* Will touch base with Shane regarding a few items