

Subject: Conduct of Operations	Effective Date: Dec. 14, 1999	Initiated by: Head, ES&H and Infrastructure Support
	Supersedes: Revision 1 Dated April 22, 1998	Approved: Director

It is PPPL's policy that the conduct of operations at the Laboratory be managed consistently in conformance with DOE Order 5480.19, Conduct of Operations. The requirements of that order shall be implemented on a graded approach based on the size, complexity, hazards, and consequences of the operation such that:

operations are managed, organized and conducted in a manner to assure an acceptable level of safety;

operators have procedures in place to conduct their operations efficiently, safely and in a manner to protect the environment;

line managers review existing and planned programs important to safe and reliable facility operations; and

line organizations assess the effectiveness of PPPL policies, plans, or procedures at facilities under their cognizance.

Integrated Safety Management (ISM) has become the overarching approach to safely managing and operating all PPPL activities. The seven guiding principles and five core functions of ISM apply to all activities on site. These principles and functions are entirely consistent with the philosophy of DOE Order 5480.19. The PPPL ISM System Description includes a matrix that serves as a 'roadmap' pointing to the PPPL policies, plans, and procedures that provide the guidance necessary to operate our facilities safely and consistently.

Projects defined as being "high hazard" per PPPL Environment, Safety & Health Directive (ES&HD) 5008, Section 11, require a project specific Conduct of Operations Plan to augment the PPPL ISM System Description. All other projects may use the ISM System Description, which has been approved by DOE, as their Conduct of Operations plan.

Each high hazard project or facility with operating systems shall develop and document its specific graded approach to implementing DOE Order 5480.19. Though it is not necessary to develop a separate manual or plan, a document (such as a matrix as a minimum) shall be prepared that indicates:

- whether a specific guideline of the Order applies to the project/facility;
- where and how each of the guidelines is applied within the existing policies and procedures of the project/facility; and
- any deviations or exemptions that are taken from the guidelines.

The operating high hazard project/facility conduct of operations document shall be approved by the Project Head with review and concurrence of the Deputy Director. Then the document shall be submitted to the DOE Princeton Group for approval.