

VIEWS & INFORMATION ON ENVIRONMENTAL WORKPLACE SAFETY



The New Legacy Action Tracking System (LATS)

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Director, Legacy Assessment Division-OEHSC, LATS Administrator

At different times in the past, certain DEP facilities utilized asbestos-containing materials (ACM), lead-containing paint (LCP), mercury-containing equipment, and polychlorinated biphenyl-containing equipment (PCB) in their day-to-day operations.

The goal of the Legacy Program implementation is to assess DEP facilities for contamination caused by historical on-site use, storage or disposal of these materials commonly referred to as Legacy contaminants of concern (Legacy COC). The reports and recommendations generated as a result of these assessments are stored electronically in an information management system database known as the Legacy Action Tracking System (LATS).

Operational Functions of the new LATS

The new LATS will be more user friendly than the existing one and will track changes made by users, allow bureau users to add new information, edit existing information and provide access to sampling results and final reports. The LATS database will also have improved query, report and relational database capabilities (i.e. links to facility floor plans, sample location photographs, and a document library for the various reports generated as a result of facility Legacy assessments). This will allow more flexibility when end-users are working with the data. The new LATS would also be linked to the agency wide EH&S facility audits database, and other bureau specific databases. Finally, the new LATS will have the ability to trigger alerts in response to certain actions (i.e. weekly/monthly over due items) while the system is running.

Users Accessibility

Four set of users will have access to the Legacy Action Tracking System. Access level ranges from levels 1 through 4. User permission and access varies from one level to the other with level 1 being the highest access level and level 4 being the least. (See flow chart on page 2 for details)

The information on LATS can be assessed through the following means for both BWS and BWSO where full legacy assessments have been completed. The legacy assessments for BWT facilities and those occupied by the Mission Support Bureaus are currently in progress.

BWS:

Employees with access authorization are to find information on their own. Employees without access authorization are to contact the BWS Bureau Legacy or Health & Safety Representatives.

BWSO:

All Legacy recommendations are posted on the bulletin board at each facility.

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Department of Environmental Protection

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ACTING COMMISSIONER

Office of Environmental, Health & Safety Compliance

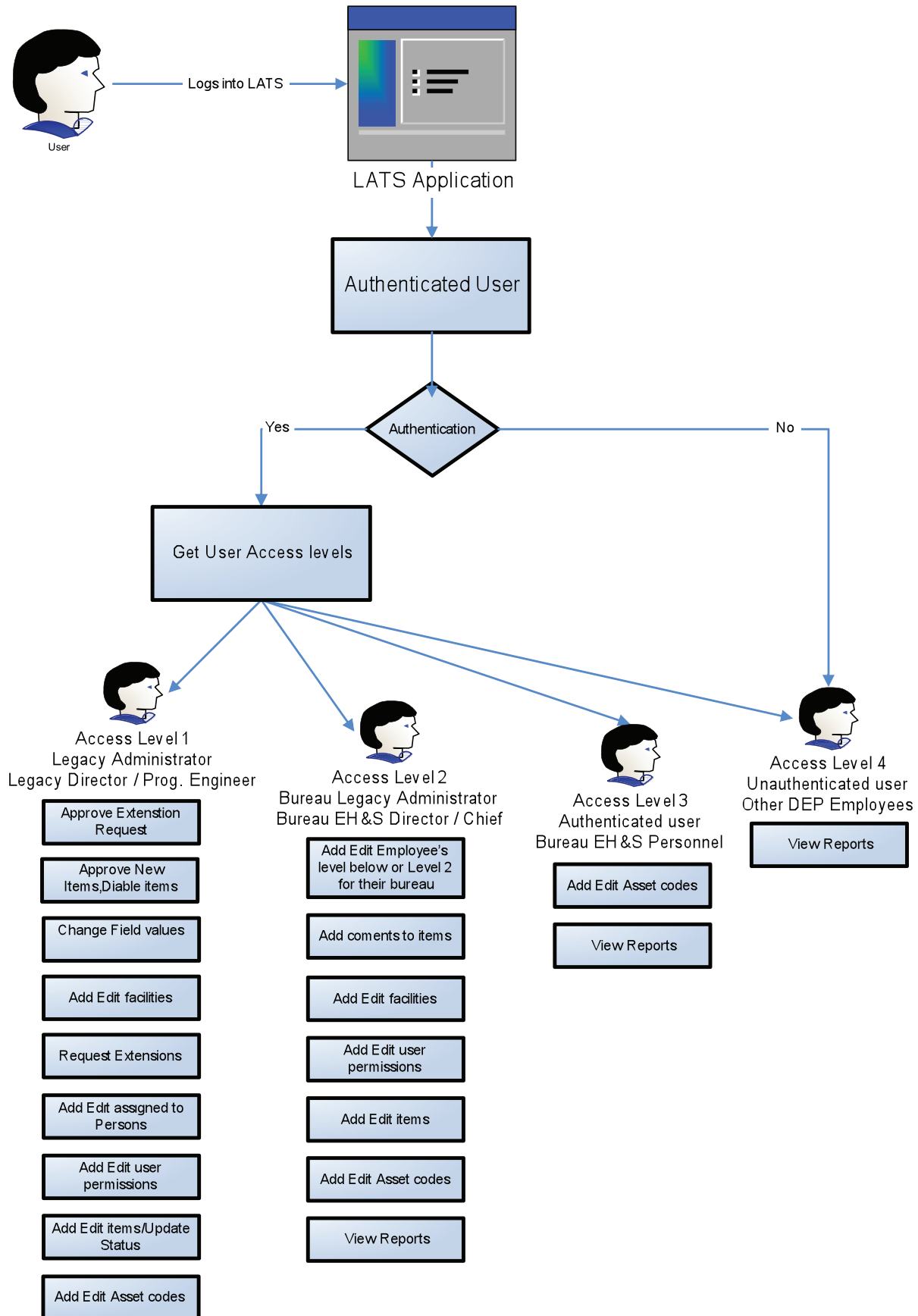
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- Health & Safety Coordination Committee
- Legacy Coordination Committee
- Training Coordination Committee

¹ DEP employees who when preparing for work that may demolish, disturb or remove building materials, piping or equipment, refer to the Legacy Program results and recommendations in order to determine whether areas or materials may or may not contain Legacy COCs.



Know your Bureau Legacy Contacts

BUREAU	LEGACY CONTACT	PHONE
Water Supply (BWS)	Angela DeLillo Myriam Murphy	914 773-4495 914 773-4413
Water & Sewer Operations (BWSO)	Persis Luke Fred Chyke-Okpuzor Fernando Park	718 595-5266 718 595-5289 718 595-5138
Wastewater Treatment (BWT)	Dom Carratello Syed Bukhari Robin Okello Collection S Anthony Boccia Chris Laudando Collection N Mike McGregor John McCabe Marine Vessels – Kevin Byrnes/Thomas Mueller	718 595-5068 718 595-6839 718 595-3672 718 444-3224 718 625-1757 718 321-8540 212 860-8250 212 860-1725
Engineering Design & Construction (BEDC)	Leon Vaynshel	718-595-5290
Environmental Compliance (BEC)	Penny Theodorellys	718-595-3657
Human Resources Administration (HR) – Facilities Management & Construction	Sheranne Wickham	718-595-7241

Please Note: Should you be unable to contact your Bureau Legacy Representatives on any Legacy related issues, you may contact the following Legacy Program Engineers at the Office of Environmental Health & Safety Compliance (OEHS) for assistance:

Shrikant Kalantri at 718 595-4054
Galina Dreyzina at 718 595-3051

At DEP, everyone is responsible for safety. If you or anyone on your team is concerned about your working conditions, it's okay to ask your supervisor or your bureau's EH&S liaison how they can help. If you've still got questions, you can call the EH&S Employee Concerns Hotline. It's DEP's responsibility to acknowledge and fix unsafe situations, procedures, and practices. With your help, we'll not only get the job done, we'll make it safer for ourselves, our coworkers, our families, and our city.


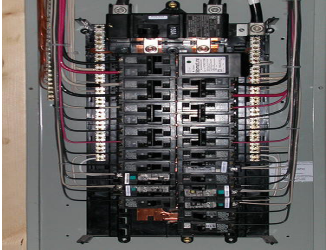
CALL (800) 897-9677 OR SEND A MESSAGE THROUGH PIPELINE. HELP IS ON THE WAY.

Audit Findings and The Culture of Environmental Health & Safety

Sabrina Arjune, OEHSC Training Specialist

Shalim Uddin, Environmental Health & Safety Auditing

As the OEHSC EH&S auditors continue to assist DEP facilities in the evaluation of their current compliance status and identify potential liabilities and associated risks, facilities are encouraged to take a proactive stance by correcting common deficiencies such as those featured in this series. This quarter spotlights lack of "EXIT" and "NO EXIT" signs and lack of circuit breaker labeling.

Finding	DEP Policy/OSHA Standard	Corrective Action Recommendation
<p>Exits are not marked with the appropriate signage: Exit and/or No Exit signs.</p> 	<p>Emergency Planning Policy 4.3.4 Exits</p> <p>Proper building exits must be maintained in accordance with OSHA and local building codes.</p>	<p>Key OSHA requirements (29 CFR 1910.37) include:</p> <ul style="list-style-type: none"> • Mark exits with an approved exit sign. • Illuminate exit signs with a reliable light source of not less than 5 foot-candles on the surface of the sign. (5 foot-candles measures the amount of light five candles would generate when placed one foot from the sign.) • Ensure exit signs have letters at least 6 inches tall with a minimum stroke (bias or slant of lettering) of 3/4 inches and a letter width (except the letter "I") of 2 inches and meet local codes. • Mark doors that could be mistaken for exits with their functional use or as "NO EXIT."
<p>A) The index card posted within the electrical panel does not contain the information for the receptacles, general area, or equipment being served by circuit breakers.</p>  <p>B) The circuit breakers within the electrical panel are not marked with numbers that correspond with their respective functions listed in the index card posted in the panel.</p>	<p>1910 Subpart S, Electrical 1910.303(f) <i>Disconnecting means (appliances, motors, generators and the like) and circuits</i></p> <p>1910.303(f)(1) <i>Motors and appliances.</i> Each disconnecting means required by this subpart for motors and appliances shall be legibly marked to indicate its purpose, unless located and arranged so the purpose is evident.</p> <p>1910.303(f)(2) <i>Services, feeders, and branch circuits.</i> Each service, feeder, and branch circuit, at its disconnecting means or overcurrent device, shall be legibly marked to indicate its purpose, unless located and arranged so the purpose is evident.</p>	<p>A) Provide information on the index card posted within the electrical panel for the circuit breakers so that receptacles, general area, or equipment being served by these breakers can be identified.</p> <p>B) The circuit breakers within the electrical panel are not marked with numbers that correspond with their respective functions listed in the index card posted in the panel.</p>