

## Administrative Procedure

# CPCC-PRO-SH-32621

PRC-PRO-SH-32621

## Closure Facilities Hazards

Revision 0, Change 0

Published: 05/12/2021

Effective: 05/12/2021

Program: Occupational Safety and Industrial Hygiene

Topic: Occupational Safety and Industrial Health

Technical Authority: Legg, Ryan  
Functional Manager: Legg, Ryan

## Use Type: Administrative



- Central Plateau Surveillance and Maintenance :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- 100 K Facility :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- Canister Storage Building/Interim Storage Area :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- Plutonium Finishing Plant :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- Solid Waste Operations Complex :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- Transportation :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- Waste Encapsulation Storage Facility :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- 324 Facility :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie
- PFP Ancillary Structures :  
**Categorical Exclusion:** GCX-2 (Editorial Changes)  
 **Screener:** Kraemer, Laurie

**JHA:** Administrative

**Periodic Review Due Date:**02/25/2025

Rev. 0, Chg. 0

## Change Summary

### Description of Change

Editorial change consists of updating company terminology (CHPRC to CPCCo) and referenced documents (PRC to CPCC), as well as an update to the current procedure templates, including spell check and updated table of contents.

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**1.0 INTRODUCTION****1.1 Purpose**

This procedure implements requirements derived from Title 10, *Code of Federal Regulations*, Part 851.21 (10 CFR 851.21), *Hazard Identification and Assessment*, paragraph (b). The rule requires a list of closure facility hazards and the established controls be submitted to the Head of the U.S. Department of Energy (DOE) Field Element if the hazards take longer than 90 days to correct.

**1.2 Scope**

This procedure applies to Central Plateau Cleanup Company (CPCCo) organizations with facilities that meet the 10 CFR Part 851, herein referenced as the “Rule,” definitions of “Closure Facilities.” The Rule’s section 851.3, *Definitions*, of the state:

**NOTE:** *The two definitions below provide the context that must be used while working this document. Specifically, the hazards of concern are very broad and high level in nature.*

A **closure facility** is a facility that is non-operational and is, or is expected to be, permanently closed and/or demolished, or title to which is expected to be transferred to another entity for reuse.

A **closure facility hazard** is a workplace hazard within a closure facility covered by a requirement of rule section 851.23 for which strict technical compliance would require costly and extensive structural / engineering modifications to be in compliance.

**1.3 Applicability**

This procedure applies to CPCCo personnel and its subcontractors.

**1.4 Implementation**

This document is effective upon publication.

**2.0 RESPONSIBILITIES**

Responsibilities are as outlined in Section 3.0, “Process.”

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### 3.0 PROCESS

#### 3.1 Identifying Closure Facilities

Actionee	Step	Action
Manager Occupational Safety and Industrial Hygiene	1.	MAINTAIN a summary electronic file used as attachment to CPCCo letters to DOE.
Project Management	2.	CONSULT the web-based Crystal® program folder labeled <i>Caretaker</i> , and the sub-folder labeled <i>Building Management List</i> to obtain a list of facilities controlled by the project/organization.
	3.	DETERMINE if a facility under your control meets the Rule's definition of <i>Closure Facility</i> .

**NOTE:** *A Closure Facility must come off the master list if it is reassigned for use or when turned over for demolition.*

4. ENSURE timely change of status when a facility is identified as a Closure Facility by notifying the Occupational Safety and Industrial Hygiene's point of contact for this document.

#### 3.2 Identifying Closure Facility Hazards

Actionee	Step	Action
<b>NOTE:</b>		<i>Closure facility hazards list is updated based upon the status of the closure facility and/or discovery of a new hazard meeting the closure facility hazard definition.</i>

Manager Occupational Safety and Industrial Hygiene	1.	MAINTAIN a summary electronic file used as attachment to CPCCo letters to DOE.
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**NOTE:** *Controls to the hazards must follow the IH Hierarchy of Controls which shall be implemented in the following order:*

- *Engineering Controls*
- *Administrative Controls*
- *Personal Protective Equipment Controls*

Project Management	2.	DETERMINE if hazards meet the closure facility hazard definition for newly identified closure facilities.
	3.	NOTIFY Director Occupational Safety and Industrial Hygiene if a closure facility is free of hazards meeting the closure facility hazard definition.

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Actionee	Step	Action
Project Management	4.	NOTIFY CPCCo Environmental, Safety, Health, and Quality Director for hazards meeting the closure facility hazard definition and cannot be corrected within 90 days and begin the process to notify DOE.

**NOTE:** *As an alternative, the project may elect to seek a variance from the Rule requirement.*

5. PREPARE the notification and correspondence to notify the Head of DOE Field Element, with concurrence by the cognizant Secretarial Officer when a new closure facility hazard cannot be corrected within 90 days.
6. ENSURE timely update the Closure Facility Hazards list and/or in conjunction with the annual Worker Safety and Health Program submittal to DOE per 10 CFR 851.11.
7. ENSURE closure facility hazards are factored in to the work planning process via CPCC-PRO-WKM-079, *Job Hazard Analysis*, and CPCC-PRO-WKM-12115, *Work Management*.

### 4.0 RECORD IDENTIFICATION

All records are generated, processed, and maintained in accordance with CPCC-PRO-IRM-10588, *Records Management Processes*.

**Records Capture Table**

Name of Document	Submittal Responsibility	Retention Responsibility
Summary Closure Facility and Closure Facility Hazard List	Project Management	Occupational Safety and Industrial Hygiene

### 5.0 SOURCES

#### 5.1 Requirements

10 CFR 851, *Worker Safety and Health Program*

#### 5.2 References

CPCC-PRO-IRM-10588, *Records Management Processes*

CPCC-PRO-WKM-079, *Job Hazard Analysis*

CPCC-PRO-WKM-12115, *Work Management*