

CAES Laboratory Research Frequently Asked Questions

Who can perform research in CAES? Projects that involve at least two of the CAES collaborating organizations. Exceptions are approved by the CAES leadership team on a case-by-case basis.

Why would I want to conduct research in CAES? Working in CAES:

- Provides another avenue to collaborate with researchers, faculty, and students from Idaho Universities and other institutions; strengthen complimentary science and research capabilities of the Universities and the Laboratory.
- Allows access to unique equipment (CAVE, MaCS, SPS)
- Strengthens INL projects (PIE).
- Grows the future human capital of the Laboratory

Are CAES requirements for work control less rigorous than BEA? No. However, the specific requirements for work planning and execution and who can perform specific tasks may differ. CAES has defined a set of requirements (a standard) for all work control that governs research performed in CAES. The requirements for work control include:

- Activity/Task Description
- Risks and controls
- Waste Generation
- Training
- Emergency Procedures
- Exit Strategy

These are the core requirements for planning CAES laboratory projects.

Do I need to comply with LWP – 21220 Work Management if I work in CAES?

All work performed in CAES is planned to the CAES standard for work control and must first be approved by the home organization that owns the work. INL work performed at CAES is classified as hazardous activities performed at an offsite location. Offsite work requires approval of line management using Form 420.15 – NON-DOE ISMS INFRASTRUCTURE WORKSHEET. Therefore, the intent of LWP 21220 is met when BEA line managers complete Form 420.15. BEA line managers have discretion as to how they meet the CAES standard for work management. They may choose to rigorously follow LWP 21220 instructions in planning their work control. Also, CAES has developed a template (available at caesenergy.org under Working in CAES and attached) that addresses each component of the CAES work control standard; designed it to address all of the LWP 21220 technical requirements for work management that apply to offsite work. The administrative components of LWP-21220 have been omitted from

the CAES template because they are not relevant to work performed in CAES. Each BEA project has the option to choose the template it uses to plan its work management.

In all instances, BEA work performed in CAES requires a signed Form 420.15 – NON-DOE ISMS INFRASTRUCTURE WORKSHEET.

Form 420.15 asks a series of questions that essentially ensure that the ISMS core functions are adequately addressed at the offsite work environment (i.e., CAES). CAES has performed a cross-walk between the questions on Form 420.15 and CAES processes to 1) assist BEA management in completion of Form 420.15 and 2) enable BEA to grade its work planning and control processes appropriately. The cross-walk is attached and appears on the CAES Portal.

Who owns the work control document for work performed in CAES? CAES and more specifically the CAES Laboratory Lead. CAES requires home organization approval of a project plan to provide assurance that the home organization is satisfied with how the work is planned and will be performed. For BEA this is actually a component of the 420.15 approval process. Once the work management document has BEA approval, then it is handed off to CAES for approval. The CAES process describes the home and subsequent CAES approval as a serial process. However, for efficiency the BEA and CAES approval occur simultaneously. And, when the project plan is approved by CAES it becomes a CAES document owned by the cognizant CAES Laboratory Lead. Because it is a CAES document, the decision to enter it into EDMS is at the discretion of BEA. However, ownership and change control of the document are the responsibilities of the CAES Laboratory Lead (document owner), CAES Principal Investigator, and CAES Safety Officer.

Who participates in a project's focused review? The BEA mentor chair and CAES Safety Officer (CSO) decide who is required to participate in a focused review. In reality, the mentor chair first decides who they want to include in the review and then the CSO decides if they want to add anyone to the review besides her/himself and the CAES ES&H Lead for BEA projects.