



**JOINT COMPANY - UNION  
SAFETY COMMITTEE**

DATE: November 25, 1991

TO: [REDACTED], Fabrication, Bldg. 440, X [REDACTED]

FROM: *E.I. Tietenberg*  
E. I. Tietenberg, Joint Co./Union Safety Comm., Bldg. 452TB, X7620  
*M.F. Wood*  
M. F. Wood, Joint Co./Union Safety Comm., Bldg. 690TG, X5800

SUBJECT: VERIFICATION OF IMPLEMENTATION - SAFETY CONCERN NUMBER 89-037  
BIO-ASSAY

The Joint Company/Union Safety Committee (JCUSC) has verified implementation of the subject safety concern and has closed the concern. Attached is the verification form.

Thank you for participating in the safety process.

bjm

Attachment:  
As stated

cc:  
L. E. Jones  
K. G. Tallman

JCUSC VERIFICATION FORM

Circle One - Verified Complete / Reopen

ISP NO 09.07.091 FINDING NO 89-037 ORIGIN OF FINDING JCUSC

ACTION RESPONSIBILITY ASSIGNED TO: K. G. Tallman

STATEMENT OF FINDING :

*COMPLETE*

EXPLANATION OF VERIFICATION:

- 1. Does the action plan address the intent of the original finding? Yes  No
- 2. Has the situation described in the finding been adequately improved or corrected? Yes  No

VERIFICATION DETAIL - Describe the actions taken to reach a disposition on this finding.

*SEE ATTACHED VERIFICATION FORM  
DATED 1-23-91.*

EG&G VERIFICATION BY E. L. Tretenberg [Signature] DATE 11/13/91  
Print Name Signature

UNION SAFETY COMMITTEE  
VERIFICATION BY C. W. Buchholz C. W. Buchholz DATE 11/12/91  
Print Name Signature

APPROVED BY E. L. Tretenberg [Signature] DATE 11/13/91  
Print Name Signature

APPROVED BY Ted Tepler [Signature] DATE 11.14.91  
Print Name Signature

Distribution:

Performance Assurance - Commitments Tracking Group - T130G  
Joint Company Union Safety Committee - T452B

JCUSC/PERFORMANCE ASSURANCE VERIFICATION FORM

CONCERN NO 89-037 BUILDING NO 440 INITIATOR [REDACTED]

STATEMENT OF CONCERN: URINE SAMPLE

VERIFICATION DETAIL - Describe the actions taken to reach a conclusion on this concern.

I TALKED WITH [REDACTED]  
AND HE HAS HAD NO FURTHER PROBLEMS  
OBTAINING BIO-ASSAY SAMPLING REQUESTS

Check One

- Completed - Proposed actions are completed.
- Not Completed - Proposed actions are not completed, due dates for actions have passed.
- Pending - Proposed actions are not completed, but due dates for actions have not passed.
- Insufficient Data - Insufficient data in file to verify.

VERIFICATION BY C. W. B...  
JCUSC APPROVAL BY \_\_\_\_\_

DATE 1-23-91  
DATE \_\_\_\_\_

Distribution:

JCUSC

# PREVIOUS MANAGEMENT PROBLEM

## JOINT COMPANY/UNION SAFETY COMMITTEE CONCERN FORM

(Use Black Ink Only)

Case No. 89-37

Employee Name [REDACTED] Employee Number [REDACTED]

Department MODIFICATION CENTER Bldg. 440 Phone [REDACTED] Shift PM

I have previously discussed this concern with my supervisor:  Yes  No

Concern (briefly) 5-87 TO 6-88 MTCE BLDG 444; 6-88 TO 11-88  
MTCE BLDGS 883-881-865-334 - EXPOSURE TO D38,  
BERYLLIUM AND? IN 881 - WHY WAS THERE ONLY ONE URINE  
SAMPLE REQUESTED SINCE 9-24-85 AND WHY DID I GO  
1 YEAR (DEC 87-DEC 88) WITHOUT A DOSIMETRY BADGE  
CHANGE - WHO SCREWED UP?

Employee Signature [REDACTED] Date 16 MAR 89

Immediate Supervisor Response (within 5 working days) Called Mary Wickman

Bioassay - said she had no idea why no urine sample  
must have been lost in shuffle. Kathy Odersco  
Dosimetry - said Ralph changed 1-24-89 also 2nd  
quarter 1988 and 1st quarter 1988 in 444. This  
all happened prior to the time that I became  
Ralph's foreman

Supervisor Signature (legibly please) [Signature] Date 3-~~15~~<sup>23</sup>-89

Direct Report Manager Signature [Signature] Date 3-22-89

NOTE: Timeliness in completing this form is of the utmost importance.

I am satisfied with the results. 23 MAR 89  
 I am not satisfied. Referral to the JCUSC for investigation because:

I DON'T DO MY JOB, I GET IN TROUBLE. THERE SHOULD  
BE NO EXCUSES FOR HEALTH RELATED FOULUPS, ESP, WITH  
"COMPUTERIZED" DATA. I STILL WANT REAL ANSWERS.

To be completed by the JCUSC Co-Chairperson(s)

Assigned To: Union: S. Cordova Date \_\_\_\_\_

Company: J. Leigh Date 3-27-89

Distribution: White - Safety Committee Green - Employee  
Yellow - Supervision Goldenrod - Union Steward

ATTN: NANCY JAMES  
T 690-E

JCUSC VERIFICATION FORM

Circle One - Verified Complete / Reopen

ISP NO 09.07.091 FINDING NO 89-037 ORIGIN OF FINDING JCUSC

ACTION RESPONSIBILITY ASSIGNED TO: K. G. Talloran

STATEMENT OF FINDING :

*COMPLETE*

EXPLANATION OF VERIFICATION:

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*SEE ATTACHED VERIFICATION FORM  
DATED 1-23-91.*

EG&G VERIFICATION BY \_\_\_\_\_ DATE \_\_\_\_\_  
Print Name Signature

UNION SAFETY COMMITTEE  
VERIFICATION BY C. W. Buchholz C. W. Buchholz DATE 11/12/91  
Print Name Signature

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
Print Name Signature

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
Print Name Signature

Distribution:

Performance Assurance - Commitments Tracking Group - T130G  
Joint Company Union Safety Committee - T452B

JCUSC/PERFORMANCE ASSURANCE VERIFICATION FORM

CONCERN NO 89-037 BUILDING NO 440 INITIATOR R. A. JACQUES  
STATEMENT OF CONCERN: URINE SAMPLE

VERIFICATION DETAIL - Describe the actions taken to reach a conclusion on this concern.

I TALKED WITH [REDACTED]  
AND HE HAS HAD NO FURTHER PROBLEMS  
OBTAINING BIO-ASSAY SAMPLING REQUESTS

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VERIFICATION BY C. H. B...  
JCUSC APPROVAL BY \_\_\_\_\_

DATE 1-23-91  
DATE \_\_\_\_\_

Distribution:

JCUSC

JCUSC/PERFORMANCE ASSURANCE VERIFICATION FORM

CONCERN NO B9-37 BUILDING NO 440 INITIATOR [REDACTED]  
STATEMENT OF CONCERN: EMPLOYEE DID NOT SUBMIT URINE SAMPLE  
FOR BIO-ASSAY FOR AN EXTENDED PERIOD OF TIME.

VERIFICATION DETAIL - Describe the actions taken to reach a conclusion on this concern.

EMPLOYEE HAS BEEN ENTERED INTO COMPUTER DATA BASE  
WHICH SHOULD INITIATE A REQUEST FOR ANALYSIS ON A REGULAR  
BASIS. In addition, I talked to Mr Ruby, the  
Building Order booklet for the "Cold side" of the  
plant has not been written yet, so they have  
not incorporated the solution plantwide as of  
yet.

COMPLETE 1-23-91

Check One

- AB Completed - Proposed actions are completed.
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VERIFICATION BY J. Brenna DATE 3-9-90  
JCUSC APPROVAL BY Alex A. Overholt DATE 3-9-90

Distribution:

JCUSC

SAFETY CONCERN STATUS REPORT

SC # 89-37

INITIATOR: [REDACTED]

BLDG: 440

EXT: [REDACTED]

DATE ASSIGNED FOR REVIEW: 3-27-89

\*\*\*\*\*

ASSIGNED TO: J. Leigh  
Company Representative

ASSIGNED TO: S. Cordova  
Union Representative

\*\*\*\*\*

SAFETY DISCIPLINE NOTIFIED: OHP

DATE: 3-27-89

STATUS:

YOUR SAFETY CONCERN HAS BEEN ASSIGNED TO THE ABOVE JOINT COMPANY/  
UNION SAFETY COMMITTEE MEMBERS. THEY WILL BE IN CONTACT WITH YOU  
TO DISCUSS THIS CONCERN. CONTACT WILL NORMALLY OCCUR WITHIN TEN  
[10] WORKING DAYS.

cc:

- J. D. Leigh - Company/JCUSC
- J. L. San Pietro - Union/JCUSC
- Safety Discipline - (as appropriate)



# Policies



**Rockwell International**

Aerospace Operations  
Rocky Flats Plant

RFPM PER 3-001

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January 27, 1989

Replaces: 11/14/86

## PERSONNEL ACTIONS - STATUS CHANGES

### POLICY

Complete and accurate personnel records are maintained for all employees. All personnel status changes must be documented.

### SCOPE:

A Personnel Status Change (PSC), form RF-20210, is used to record all changes in work-related status of personnel. A Salaried Classification Change Notice (SCCN), form RF-46729, is required for salaried employees receiving a monetary adjustment. An Employee Turnaround Document (ETD), form RF-46992, is used to record all employee changes which pertain to the employee personally.

### RESPONSIBILITY:

When an employee transfers as the result of a job bid, Personnel Administration will initiate the Personnel Status Change.

In the case of interdepartmental transfers or growth promotions, the department is responsible for initiating the PSC and the SCCN if there is a monetary adjustment. These two forms should be forwarded to Salaried Compensation.

If an employee receives a monetary increase as a result of a job bid, the receiving manager must originate the SCCN and send it to Salaried Compensation.

### ACTION REQUIRED:

#### 1. PSC's

The Personnel Administration department will originate the PSC for the following actions:

- a. Job bidding results
- b. Layoff actions
- c. Bumping (initiated by a layoff)

**ACTION REQUIRED  
(Contd.)**

**RFPM PER 3-001  
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- d. Discharge actions
- e. Formal leave of absence
- f. Recall to former classification
- g. Return to former job (within 30-day period)
- h. Transfers initiated by Industrial Relations
- i. Physically restricted - work-related over 26 weeks

The employee's manager is responsible for initiating the PSC for the following actions and obtaining the necessary signatures (line supervision as delegated in RFPM ONM 3-200 and a minimum of two signatures). The top two copies are forwarded to Employment and the third copy should be retained in the originator's file.

- a. Transfers/organization codes
- b. Classification change/or promotion
- c. Leave of absence
- d. Extended absence
- e. Long-term disability
- f. Terminations
- g. Clock location change
- h. Inter-divisional transfers (outgoing)
- i. Home account/suffix change
- j. Building change, Shift change, Plant extension
- k. Hourly rate changes
- l. Shift code changes

PSC's must be in Employment a week prior to the effective date.

**2. An SCCN is required for:**

- a. Promotions with dollars
- b. Change in scheduled merit money or date
- c. Any adjustment involving a change in base salary
- d. Request an unscheduled action

**3. An ETD is required for changes to:**

- a. Name
- b. Address
- c. Home telephone

**ACTION REQUIRED  
(Contd)**

RFPM PER 3-001  
Page 3 of 3  
January 27, 1989

- d. Educational history
- e. Emergency contact
- f. Marital status

**APPROVALS:**

1. PSC

Line supervision as delegated in RFPM ONM 3-200 (minimum of two signatures). Transfers resulting from job bidding will be approved by either the Administrator of Skilled Staffing or Professional Staffing and the Manager of Personnel Administration.

2. SCCN

Make a brief statement relative to the action. The original is received by the employee being given the monetary increase, and this is an excellent time to express written comments. A minimum of two signatures are required per final approval authority in RFPM ONM 3-200.

3. ETD

Signature of employee and immediate supervisor.

APPROVED: \_\_\_\_\_



# Internal Letter



# Rockwell International

Date . April 12, 1989

No. .

TO (Name, Organization, Internal Address)

FROM (Name, Organization, Internal Address, Phone)

.  
.  
.  
Mod. Center  
Building 440  
Telephone [REDACTED]


SUBJECT . SAFETY CONCERN #89-037


The Joint Company Union Safety Committee has investigated your Safety Concern. In a meeting with Roger Falk (Radiation Dosimetry), we were made aware of a new requirement (attached) in the Rocky Flats Policy Manual P.E.R. 3-001, dated January 27, 1989.

We spoke with Evin Ruby in the Technical Training Dept. He agreed to include in the New Bldg. Indoctrination Booklet information as to the frequency a urine analysis and dosimetry change is required per organization.

With these items implemented, we feel your Safety Concern has been resolved.

Thank you for your participation in the Safety Program. If you have any further problems with this Concern, its answer, or the implementation, please feel free to contact the Joint Company/Union Safety Committee.

  
\_\_\_\_\_  
J. D. Leigh  
Company Representative

  
\_\_\_\_\_  
S. Cordova  
Union Representative



**JOINT COMPANY - UNION  
SAFETY COMMITTEE**

DATE: November 25, 1991

TO: [REDACTED], Fabrication, Bldg. 440, X [REDACTED]

FROM: *Dec 25*  
E. I. Tietenberg, Joint Co./Union Safety Comm., Bldg. 452TB, X7620  
*MM* M. F. Wood, Joint Co./Union Safety Comm., Bldg. 690TG, X5800

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