

<b>Subject:</b>  <b>Electrical Safety Committee Charter</b>	<b>Effective Date:</b>  September 18, 2015	<b>Initiated by:</b>  Adam Cohen ES&H Executive Board Chairperson
	<b>Supersedes:</b> Revision 0, dated 4/5/02 and TCR-001	<b>Approved:</b>  Stewart Prager Director

**Introduction**

The Electrical Safety Committee is a resource committee that supports the ES&H Executive Board and is a source of expertise to Laboratory projects and departments. It is responsible for providing information on Laboratory electrical safety concerns to the ES&H Executive Board, providing suggestions for improving the PPPL electrical safety program, and for reviewing various documentation as requested by the Board or Responsible Line Managers.

**Members (11)**

- Head, Power Systems Branch (Co-Chairperson)
- Safety Division Electrical Safety Specialist (Co-Chairperson)
- Head, Electrical Engineering Division
- Facilities & Site Services Division representatives (2)
- AC Power Section Representatives (2)
- PS&T Department representative
- Two (2) representatives appointed by the Engineering Department Head
- DOE-PSO Representative

Seven (7) voting members must be present to meet the quorum requirements for a meeting. Electrical Safety Committee meetings will be held, at minimum, semiannually. The Electrical Safety Committee can request the services of specific Laboratory employees to serve as non-voting Resource Members.

**Responsibilities**

The Electrical Safety Committee is responsible for:

- Reviewing and commenting on new and revised ES&H Directives (excluding Temporary Change Requests), Laboratory-wide manuals, policies, plans, procedures and Engineering Standards that pertain to electrical safety issues.
- Proposing or initiating new or revisions to ES&H Directives (excluding Temporary Change Requests), Laboratory-wide manuals, policies, plans, procedures and Engineering Standards that pertain to electrical safety issues.
- Reviewing and commenting on the electrical safety of work practices and activities, as requested by the ES&H Executive Board or by individual PPPL projects or departments.
- Recommending approval of Engineering Standards that pertain to electrical safety.

- Reviewing and commenting on proposed electrical designs regarding unusual safety issues, as requested by the ES&H Executive Board or by individual PPPL projects or departments.
- Communicating electrical safety requirements and regulations (and their revisions) that affect PPPL to the ES&H Executive Board.
- Reporting on results of Committee meetings at ES&H Executive Board meetings.
- Performing other tasks as requested by the Committee Co-Chairs or the ES&H Executive Board Chairperson, including periodic assessments of the effectiveness of the Laboratory's electrical safety program elements.
- Documenting key decisions and recommendations made by the committee and sending those documents to the Head of ES&H to be kept with records of the ES&H Executive Board.

**Reference Documents**

O-021 ES&H Executive Board Charter