

<b>Subject:</b>	<b>Photon Sciences Roles, Responsibilities, Accountabilities, and Authorities (R2A2) for Beam Line Local Contact (Course Code PS-R2A2-LOCALCONTACT)</b>						
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\*Approval signatures on file with master copy.

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## Roles

- Oversee and support daily beam line and experiment operations.
- Act as point of contact for NSLS Operations and ESH&Q staff.

## Responsibilities

- Establish and communicate to Users requirements for safe operation of the beam line and experiments.
- Know and reinforce NSLS ESH requirements pertinent to beam line operation as defined in the NSLS Policies and Requirements Manual (PRM) and the BNL Standards Based management System (SBMS).

## Planning

- Assist NSLS ESH&Q staff in ESH review of experiments (SAF review) including risk analysis and determination of control requirements.
- Assist users in meeting safety requirements and ensure that all requirements are met before allowing an experiment to proceed.
- Ensure adequate planning for all beam line initiated activities and compliance with NSLS Work Planning requirements.
- Establish a beam line ESH envelope to define the tasks allowed through completion of BLOSA and task specific training. Ensure that activities exceeding that envelope receive additional ESH review.
- Prepare and maintain checklists and procedures needed to support the beam line ESH envelope.

## Training

- Ensure that all Users working at the beam line have completed their required training.
- Provide BLOSA training for personnel working at the beam line.

## Other

- Control beam line safety system configuration and comply with permitting requirements.
- Report all occurrences that could have significant safety consequence to the NSLS Operations Coordinator and PRT management.
- Assist and remind users to complete, "End of Run" forms.

## Authorities

- Direct any personnel working at the beam line to ensure safe operation and compliance with NSLS requirements.
- Define control requirements.
- Stop beam line or experiment operations that present unacceptable risk.

## Accountabilities

Accountable to the Beam Line Spokesperson and the NSLS Chairperson for fulfillment of the roles and responsibilities listed above.

