

Management System: Nuclear and Facility Safety		
Subject Area: Accelerator Safety		
Procedure: Internal Reviews		
Major Revision Date: Mar 19, 2012	Subject Matter Expert: Stuart Martin	Management System Owner: Michael Stafford

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1.0 Applicability

This procedure applies to all Oak Ridge National Laboratory (ORNL) line managers who operate [accelerator facilities](#) as delineated in the [introduction](#) to this subject area.

2.0 Required Procedure

IMPORTANT: The numbered steps in SBMS procedures are requirements. Notes within a step may contain non-mandatory guidance, recommendations, or additional information for the user.

Step 1	<p>Line management establishes and maintains an internal assessment process addressing accelerator safety compliance at its accelerator facility.</p> <p>Note: For more information, refer to the Audits and Assessments subject area.</p>
Step 2	<p>The appropriate review committee performs a periodic assessment of the suitability and effectiveness of the accelerator safety program elements for operating accelerator facilities. At a minimum, the assessments must address the following elements, as applicable:</p> <ul style="list-style-type: none"> • Accelerator safety envelope (ASE); • Safety assessment document (SAD); • Clearly defined roles and responsibilities for accelerator activities, including those for training and procedures; • Unreviewed safety issue (USI) process; and • Accelerator readiness review (ARR) program. <p>Note: The accelerator safety program elements may be covered by a single assessment that addresses all elements of the program or by smaller assessments that cover specific elements or aspects of the program. However, all of the primary elements of the accelerator safety program should be addressed within a three-year period with an interval not to exceed 40 months.</p>

3.0 Suggested Guidelines

4.0 References

[DOE Order 420.2C, Safety of Accelerator Facilities](#)
[Contractor Assurance](#) Program Description
[Audits and Assessments](#) subject area

5.0 External/Internal Requirements

[DOE O 420.2C](#)

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