

SENT ON BEHALF OF DOUGLAS FLEMING.

EHS Team:

For the past six months, EHS senior managers have been rethinking the structure of our organization. This Wednesday at the all-hands meeting, I announced that a new structure will be put in place on March 30, 2012. Until then, there will be no changes in how we operate, but this e-mail is the first of many we will be sending to keep you informed about the changes to come as well as other important information from around the lab. Look for a new e-mail update every Friday.

The new structure will be simpler than the one we have now, and will make EHS more efficient, nimble, and responsive. Fundamentally, we want EHS activities to be better integrated into Berkeley Lab's planning and decision-making process. Wednesday we identified three senior level roles in our future organization. Jack Salazar will be a Deputy Director in charge of Technical Program Management. Gita Meckel will be a Deputy Director in charge of EHS Operations. In the next couple of days we will post a position for Deputy Director of Client Support Services. In addition, as our realignment plans progress and new positions are defined, they will also be posted.

I would like to recap some of the key points we discussed on Wednesday. The new structure is intended to create strong bridges across the existing organizational functions within EHS so that it is clear that we are each part of a larger team whose purpose is to meet the needs of our customers — the scientific and operations divisions of Berkeley Lab. In this new organization, we will:

- Reach out to our customers, rather than having them come to us
- Minimize duplication of efforts – Less “paperwork”
- Expand crossover of responsibilities within EHS
- Provide more growth opportunities for staff.

As we move forward with this EHS Optimization Plan, I believe the advantages of this new alignment and the opportunities it will afford will become more apparent. I think it will make our work here not only more effective, but more fulfilling as well.

During the meeting and in subsequent conversations a number of questions have come up. I would like to present those questions here along with the response that was provided. We will continue provide this type of feedback as we move forward together:

1. What is the relationship of the EHS Client Support Services and the Division Safety Coordinators? Who will the Division Safety Coordinators report to?

A. EHS Client Support Services will work towards creating a cohesive and interactive relationship with the DSC. As it is now, there is room for improvement in terms of communication between the DSCs, even in the same ALD organizations. The plan is to help facilitate sharing lessons learned and best practices. The DSC will continue to report within the Divisions, there is no plan to change the reporting structure of the DSC.

2. Can we have a copy of the slide presentation?

A. Not yet. Once we have additional definition of key roles and responsibilities, and the structure is further defined, we will make this available as appropriate.

3. The EHS budget is so tight, where is the funding coming from to support this new structure?

A. This structure is not adding any new people. There are no budget increases with this structure. We have a target of a 6.2% budget reduction, plans are already in place to meet that reduction; this new structure will not impact those plans.

4. Will the Help Desk under the Client Support Services be an automated process similar to the Work Requests in Facilities?

A. That is not yet determined. What we will set up is a process that provides the requestor with the status of their issue and has appropriate contact info.

5. Does the Client Support Services replace the Liaisons?

A. No, the feedback we have received is the organizations like their DSC and their Liaisons, those areas are working well – we have no plans of changing that. This new structure will allow us to continue doing what we have been doing, more efficiently and effectively.

6. What will fall under the Technical Support Services arena?

A. There are many compliance and requirement we need to fulfill. The goal is to consolidate as many of those as possible. There will be lots of interactions with the experts and there may be some areas that will need to remain with the SMEs, but there are plenty of areas where we can consolidate and become more efficient.

7. Do you see personnel under the Technical Program Management providing any direct customer service, or will all customer service be replaced/provide by the Client Support Services section?

A. The Client Support Services is not intended to replace support and service from the SMEs. The Client Support Services will work to further facilitate contact with the right SME in EHS.

Best Regards,

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