

LSU/CAMD Policy

Doc. ID:

GS-PO-0001-001.doc

Two-Person Rule

Date:

2017/03/22

1. **Introduction:** Working at LSU/CAMD involves potential hazards including, but not limited to, electrical, radiation, chemical, occupational and industrial risks.
2. **Purpose:** The purpose of the two-person policy is to ensure that there is always another person available to take the appropriate action(s) in case of an emergency.

3. **Definitions :**

Second Person: the **second person** is defined as one who is both *competent* and *willing* to take the necessary steps in an emergency situation.

Normally, the second individual is a person who has trained to work at CAMD: that is a person who has passed the radiation safety test and is authorized to work at the facility. CAMD contractors, who must be accompanied by a CAMD staff member, may also qualify as a second person.

Contractor: A **contractor** is defined as the team leader in a short-term project, whose company has signed an agreement with Louisiana State University to carry out work at the LSU/CAMD facility. The contractor always interacts directly with a CAMD staff member.

4. **Scope of the Policy:**

- 4.1 The two-person policy is in effect at all times
- 4.2 The two-person policy is in effect for the Experimental Hall
- 4.3 The policy covers all activities in the Experimental Hall except as specifically exempted in section 8 of this document. (GS-PO-0001-001.doc)

5. **Requirements:** It is the specific policy of the 2-person rule that CAMD staff, faculty, students and user community must sign the 2-person compliance form if they work at CAMD during hours when it may be difficult to find a second person at the facility.

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6. Responsibilities:

6.1 If you engage in work that requires the presence of two individuals, it is your responsibility to ascertain that sufficient numbers of people are present in the experimental hall for the task to be accomplished.

6.2 If you arrive at the CAMD facility and observe that the two-person rule has been violated, it is your responsibility to report the discrepancy as soon as possible to the safety officer or to the CAMD director.

7. Penalties: Failure to follow the two-person policy will result in a penalty. Penalties are assessed at the discretion of the CAMD Director

8. Exemptions to the Rule:

8.1 Persons who intend to carry out office / computer type activities in the experimental hall need not be accompanied by a second person.

8,2 Persons responding to an emergency alarm or equipment alarm need not wait for a second person to address emergency equipment situations, verify control panels or reset switches in the experimental hall.

9. Special Conditions: none identified

10. Authorization: By the signatures affixed below, this policy is authorized by the CAMD Director and the CAMD Facility Manager.

Richard L. Kurtz
CAMD Director

Date

David Kleinpeter
CAMD Facility Manager

Date