

NETL LINES OF DEMARCATION

September 28, 2012

Contact: Site Operations Division or ESS&H Division with Questions

The oversight, upkeep, and segregation of NETL infrastructure components, including lines of demarcation between ORD and OIO, will be as follows:

1. Common utility headers including gas compression systems that enter or exit the site will be maintained by the Office of Institutional Operations (OIO). A line of responsibility demarcation between OIO and ORD will be established at the shutoff on the branch leading to or from an R&D project or laboratory area. OIO will install a tap and shutoff on the main branch; ORD will install and maintain all downstream components. These utilities consist of, but are not necessarily limited to:
 - a. Natural gas.
 - b. Compressed air including 700# air, 100# air or instrument air
 - c. Nitrogen
 - d. Hydrogen (High Pressure Hydrogen system at Morgantown site)
 - e. Argon
 - f. Process cooling water supply and return (except where such a system is a dedicated stand alone system servicing a specific R&D project)
 - g. Electricity.
 - h. Potable water.
 - i. Sanitary sewer.
 - j. Process and chemical waste water treatment and disposal.
 - k. Storm water.
 - l. General use electrical distribution.

2. In general, OIO will maintain the following infrastructure components associated with on-site buildings. This includes areas where lab-scale projects are located within a room (i.e., B-84 PGH, B-25 MGN, B-1 ALB).
 - a. General facility structural components.
 - b. Lights.
 - c. Ceilings/roofs.
 - d. Windows.
 - e. Fixed ladders.
 - f. Elevators.
 - g. Doors.
 - h. Emergency notification systems.
 - i. Communications systems (phone and LAN).
 - j. NFPA-required fire sprinkler systems.
 - k. Emergency eyewash and/or shower stations.
 - l. NETL local area network.
 - m. Countertops, cabinets, general work surfaces.
 - n. Fume hoods, cylinder cabinets and flooring.

- o. Painted surfaces.
3. Where bench-scale projects reside within buildings (i.e., B-6 MGN, B84 high bay PGH), OIO will maintain the following components:
 - a. Exterior walls.
 - b. Exterior ladders.
 - c. Exterior windows.
 - d. Elevators.
 - e. Hoists.
 - f. General facility structural components.
 - g. Lights.
 - h. Exterior doors.
 - i. Roofs.
 - j. NFPA-required fire sprinkler systems.
 - k. Facility HVAC unless a stand-alone ventilation component is for project use only (i.e., bag houses).
4. OIO will maintain all gas alarming systems up to the point of the sensor head (alarm panels, conduit, wiring, sensor mount). The purchase, installation and maintenance of sensor heads will be as follows:
 - a. OIO will purchase sensor heads that monitor facility conditions.
 - b. ORD will purchase sensor heads that are required for project operations.
 - Identified as project hazard mitigations
 - Monitored only at the project level and not tied into a facility alarm panel
 - c. OIO will install and calibrate all sensor heads.
5. Decontamination, decommissioning, and dismantlement of ORD projects and structures will be the responsibility of ORD. SOD shall provide assistance where facility infrastructure may, or will be, affected or when the project is of such a size that General Plant Projects (GPP) funding will be expended on the effort. The use of GPP funding for these type activities must be approved by the NETL Configuration Control Board (CCB).
6. Excessing of ORD government property (i.e., real, personal, and sensitive) will be the responsibility of both ORD and OIO. Per NETL P 580.1-2 requirements, the property custodian shall complete and submit the property excess form(s) to SOD.
7. Gas cylinder shipping, receiving, and storage facilities will be maintained by ORD.
8. Welding, instrumentation (e.g., calibration and repair), and machine shop facilities will be maintained by ORD.
9. ES&H functions that predominantly support research operations will be maintained and managed by ORD. These functions include:

- a. Industrial hygiene support.
 - b. ES&H design in accordance with those standards and codes specified by the ESS&H Division. Through reviews and assessments, the ESS&H Division will provide the necessary oversight to ORD and the Site Operations Division to ensure that safety design requirements are understood and being implemented.
 - c. Personnel Protective Equipment specification, requests, and funding.
 - Exception – ESS&H will order and distribute (not fund) prescription safety glasses (see item 10.m.)
 - d. Specialized lab safety training required for ORD personnel and/or their support contractors. The ESS&H Division, through the HR Division, will provide safety training relevant to regulatory policies and procedures (OSHA, RCRA, NFPA, etc.)
 - e. Job or activity hazard analysis as it pertains to R&D work related activities. Permits (i.e., hot work, confined space) will be issued and oversights by the ESS&H Division.
10. ES&H functions that provide a general service to NETL will be maintained by OIO. These functions include:
- a. Occupational health units.
 - b. Exercise facilities.
 - c. MSA DAN/Johnson controls.
 - d. Hazardous and toxic waste management policy oversight support (i.e., hazard waste facilities).
 - e. Maintaining environmental permits and filing routine environmental reports.
 - f. Gas alarm systems for non-R&D related building infrastructure (i.e., the clerestory in the technology support facility in Morgantown, boiler room in B-58 PGH).
 - g. Emergency response, including toxic chemical and hazardous waste spill prevention, control, and response.
 - h. Hazardous and toxic chemical receiving, storage, and dispensing.
 - i. Chemical handling support. However, ORD is required to report movement of chemicals (including cylinder gases) from one lab or project area to another.
 - j. Manpower support required for the operation of the chemical handling facility in Pittsburgh and the hazardous waste facilities at Morgantown and Albany.
 - k. Gas alarm system installation, maintenance, and calibration
 - l. Environmental systems calibration.
 - m. Personnel protective equipment support:
 - Code/standard specification and assistance.
 - Prescription safety glass ordering and distribution.
 - Special approval for safety shoe orders (note – effective 10/1/2012, all offices are to procure their own safety shoes).