

Radiation Protection Instruction Protocol for Visitors

Date: May 2016

Visitors at DESY are allowed entering controlled areas temporarily for visiting purposes only and without carrying out any work. For this, a short instruction is necessary. The visitors confirm by signature that they have received this instruction. After the visit, the personal dose indicated by the direct reading dosimeter has to be inserted in the table. This protocol has to be handed back to D3.

The XFEL Injector tunnel and adjacent areas are controlled areas with respect to the radiation protection rules. In controlled areas, the level of radiation may exceed the natural level. Please keep distance to all beam line elements.

Rules for entering controlled areas by visitors:

1. Persons under 18 years of age, pregnant and nursing women are not permitted access to controlled areas at DESY.
2. Eating, drinking, and smoking during the stay in controlled areas are prohibited.
3. Entering and staying in controlled areas is only allowed if accompanied by a competent DESY guide. The directives of the guide have to be obeyed. He knows the specific circumstances of the localities.
4. The DESY guide has to wear a valid official personal dosimeter.
5. Visitors have to wear a direct reading dosimeter. Groups of visitors have to wear at least one direct reading dosimeter.
6. Entering prohibited areas is not allowed under any circumstances.
7. Every visitor carries an access card (red) with him and signs in at the terminal close to the entry door.

Safety briefing for construction in underground areas

rules for visitors not involved in construction activities on the site

1. The access will be granted only with a knowledgeable guide, please stay with the group.

2. It is mandatory to wear a helmet on the construction sites; Furthermore, safety shoes (class S3) are needed on sites with ongoing civil construction activities.

3. Take note of the following kinds of safety signs:



4. There is a strict smoking ban on the construction site.

5. Familiarize yourself with the location of the following safety equipment:



escape routes



first aid material



assembly points



fire extinguishers



emergency phones

All shaft structures lead to the open air, only exceptions dumps XSDU1+2;
2 staircases available in experimental hall
First aid kits within XTL and in staircases of shaft structures;
stretchers in all shaft buildings connecting tunnel structures and the experimental hall
Located at the northern exit of the construction site (in direction of bldg. 54) in Bahrenfeld,
at the central entrance to the site next to the blue container in Osdorf,
at the main entrance to the site next to the gatekeeper's office in Schenefeld.

Extinguishers in in all above-ground halls, in shaft buildings connecting tunnel structures and within XTL and experimental hall

at intervals of 50 metres at the right tunnel wall in beam direction within XTL

6. Emergency situations are

- Accidents with casualties who need additional help,
- accidents without casualties but with heavy material damages,
- fire,
- accidents with hazardous substances,
- floods or other emergencies.

7. Handling of emergency phones:

- Pick up the handset
- dial **2500** in XTL and ***3250** in photon tunnels
(please take note of phone labels!)
- report the incident to DESY's Technischer Notdienst

Special Hazards: Undulators

(Undulator hall)

Magnetic Fields:

- strong permanent magnetic fields
- crushing hazard due to strong forces on magnetic materials



