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:

- Persons under 18 years of age, pregnant and nursing women are not permitted access to controlled areas at DESY
- Eating, drinking, and smoking during the stay in controlled areas are prohibited.
- 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.
- Visitors have to wear a direct reading dosimeter. Groups of visitors have to wear at least one direct reading dosimeter.
- Entering prohibited areas is not allowed under any circumstances.
- 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

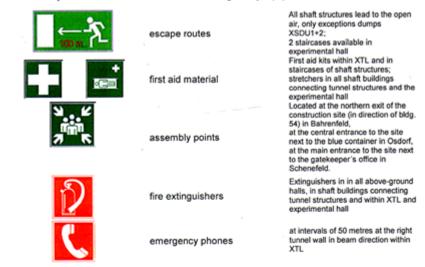
rules for visitors not involved in construction activities on the site

- The access will be granted only with a knowledgeable guide, please stay with the group.
- 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.
- Take note of the following kinds of safety signs:



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

Familiarize yourself with the location of the following safety equipment:



- 6. Emergency situations are
 - a) Accidents with casualties who need additional help,
 - b) accidents without casualties but with heavy material damages,
 - c) fire,
 - d) accidents with hazardous substances,
 - e) floods or other emergencies.
- 7. Handling of emergency phones:
 - i. Pick up the handset
 - dial 2500 in XTL and *3250 in photon tunnels (please take note of phone labels!)
 - iii. 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







Radiation Protection Instruction Protocol for Visitors to XFEL

Date: October 2011 - FLASH version

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The XFEL 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 an competent DESY guide. The directives of the guide have to be obeyed. He knows the specific circumstances of the
- 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 Every visitor have to carry a Transponder with him

Responsible DESY Guide						
Last name	First name	DESY group	Date/Signature			

		Visitors			36			
Last name	First name	Company /	Signature	Access card no.		Dose/ μSv No. Before After		
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	XFEL unter Tage Gästezugang	
MINTER CAR		USU.
Unterweise	der:	

Name	Gruppe/ Firma	Unterschrift
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