Radiation Protection Instruction Protocol for **Visitors**

Date: October 2013

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 Linac2, Modulatorhalle, DESY2, FLASH linac 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.

Please fill out in print or at PC

Areas of visit and additional instructions						
Linac2	Mod.halle	DESY2	PETRA3	FLASH		
☐	☐	☐	☐	☐	☐	☐
Safety instructions						
☐				☐		

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

Visitors							
Last name	**First name**	**Company / Institute**	**Signature**	**Access card no.**	**Dose / µSv**		
					no.	**before**	**after**