BNL PHYSICS DEPARTMENT TRAINING FOR CONFERENCE ATTENDEES

This training is intended for conference or meeting attendees who are onsite less than 1 week and who will not be working in a lab or work control area. Additional training required for all others can be arranged at the Physics Department Safety and Training Office, Room 1-200, ext. 2585.

Emergency Information

1. Dial 2222 or 911 from any laboratory phone to summon help for any emergency (fire, medical emergency, serious injury, spill or leak of hazardous material, need for police assistance).
2. BNL site wide alarms. *Note* – the site sirens are briefly tested every Monday at noon.
   a. **Continuous sounding of the site siren for 5 minutes**. Proceed to the Large Seminar Room at the front of the building and await instruction.
   b. **Intermittent sounding of the site siren for 5 minutes**. Evacuate the site immediately.
3. Building 510 alarms
   a. **Continuous or Intermittent sounding of the building fire alarm.** Evacuate the building immediately and assemble outside on the front lawn.
4. Report injuries not serious enough to require emergency aid immediately to the Physics Department Safety and Training Office, (Room 1-200, ext. 2585) and to the Occupational Medicine Clinic (Building 490, ext. 3670). After hours, report all injuries to the Emergency Medical Technicians by calling ext. 2222.
5. Note the locations of Fire Alarm Pull Boxes, phones and fire extinguishers.

Compliance with Procedures and Regulations

1. Obey all safety and health regulations. Consult the Physics Department Safety and Training Office, (Room 1-200, ext. 2585) or the Radiological Control Division (RCD) Technician (ext. 3846) if you have questions.
2. Comply with all warning signs. Yellow and magenta signs indicate radiological areas. You may not enter radiological areas unless you are trained at BNL or escorted by someone thoroughly familiar with entry requirements and with BNL escort policy.
3. BNL has strict regulations on what can be disposed of in drains or on the ground or released into the air. As a conference/meeting attendee, you should not bring in or be handling hazardous substances, chemicals, oil, etc. If you have any doubt about how to properly dispose of something, contact the Physics Department Safety and Training Office (Room 1-200, ext. 2585) or the RCD Technician (ext. 3846).
4. Report any unsafe conditions to the Physics Department Safety and Training Office (Room 1-200, ext. 2585) or the RCD Technician (ext. 3846).

Traffic Rules

1. Speed limit is 30 mph unless otherwise posted and is radar enforced.
2. Obey parking signs, traffic signals, and painted curbs.
3. Pedestrians have the right-of-way in marked areas. Cross in marked zones.
4. Vehicles are subject to police inspection.
5. Bicycles must obey all laboratory traffic rules.
6. Bicycle riders must wear a bicycle helmet.

Individual Responsibilities

1. No smoking in any building onsite except for apartments.
2. Professional conduct and ethical behavior are expected and required at all times.
3. Prohibited activities include: alcohol consumption, drug use, sexual harassment or any other discrimination.

Additional Information for Individuals Staying in Apartments

1. For emergency response dial 2222 or 911.
2. Emergency signals
   a. Building Fire Alarm – Evacuate the building immediately.
   b. Site Sirens – Remain indoors, close all windows and doors and await further instructions.

T. Ludham
Department Chair

11/13/08
Date