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[Revision Log](#)

Photon Sciences Directorate Policies and Requirements Manual

Number: **PS-ESH-PRM-0.2.0**
Section: **POLICY FOR ACCESS, ATTIRE, AND TLDs IN PHOTON SCIENCES AREAS**
Date: **7/27/12**
Revision: **2**
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1. INTRODUCTION

Office and Non-Office Areas

Work areas within the Photon Sciences (PS) complex are classified as either “Office Areas” or “Non-office Areas.”

“Office areas” are defined as areas where work involves writing, reading, computer, meeting, and administrative tasks only. There are no specific attire requirements for entry to Office areas unless they are within Non Office Areas (i.e. offices on experimental floor).

Non-office areas are defined as areas where work involves use of tools, material handling, chemical handling and storage, and cryogen handling and storage. At a minimum, all staff, contractors, and users are required to wear long pants and shoes that enclose the entire foot for entry to Non-office Areas. Area Hazard Placards indicate any specific Personal Protective Equipment (PPE) required.

PPE, if required, will be supplied by Photon Sciences, from the worker’s group budget. Workers that are performing work in an area requiring safety glasses for at least 8 hours per week will be eligible for prescription safety glasses, as long as this requirement is indicated on the Physical Limitations Form issued by the Occupational Medicine Clinic. Over-the-spectacle safety glasses are available for those touring or visiting.

If required (i.e. for religious reasons), a skirt/dress that extends to the ankle may be worn in non-office areas, provided the worker is not doing any tasks which may be negatively impacted by the skirt/dress (such as climbing ladders),

Office Areas within the PS complex include:

- All personal offices
- The design room
- The conference rooms
- Lounges / Lobby

Non-office Areas within the PS complex include:

- Experiment floor
- Wet chemistry set-up laboratories
- Tech areas
- Mechanical equipment rooms
- Machine shops

2. WORKERS IN PS (BLDG. 725) CONTROLLED AREAS

Area dosimetry (Thermoluminescent Dosimeter – TLD) data demonstrate that personnel in NSLS building 725 Controlled Areas are not expected to receive doses in excess of 100 mrem in a year. Personnel in these areas are therefore not required to wear TLDs under 10CFR835 (Occupational Radiation Protection; Sub-Section .402); and the Controlled Area signs do not include the requirement to wear TLDs. However, Photon Sciences has decided that as part of its ALARA program, the following personnel on the Experimental Floor shall wear TLDs:

1. Resident Beamline Staff Members - **Permanent TLD**
2. NSLS Scientific, Professional and Technical staff - **Permanent TLD**
3. Users routinely working on the Floor (≥ 6 months per year) - **Permanent TLD**
4. Minors doing any work on the Floor (<18 years of age) - **Temporary TLD**
5. Persons escorting a minor around the Floor on a tour - **Temporary or Permanent TLD**
6. Women with a declared pregnancy doing any work on the Floor - **Temporary or Permanent TLD**
7. Persons conducting work that requires a TLD as determined by posting or additional ESH reviews (i.e. use of sealed sources) - **Temporary or Permanent TLD**

8. Note: If a person working in the NSLS Controlled Areas does not fit into any of the above categories, but still requests to be issued a TLD for the duration of their stay, the PS will comply with this request.

Permanent TLDs must be assigned by the PS Radiological Control Division Facility Support Representative (RCD/FSR). Temporary TLDs may be obtained from the NSLS User Administration Office or the RCD/FSR. This allows continuous radiation monitoring of PS personnel and operations. These personnel shall be trained to the appropriate level, issued TLDs, and informed that they must wear TLDs while in Controlled Areas.

3. WORKERS IN SDL (BLDG. 729) CONTROLLED AREAS

While area TLD data demonstrate that personnel in the SDL building 729 Controlled Area are not currently expected to receive doses in excess of 100 mrem in a year, as part of the PS ALARA program, all personnel permanently assigned to the building 729 Controlled Area shall wear Permanent TLDs (assigned by the PS RCD/FSR). The building 729 Controlled Area signs do not include the requirement to wear TLDs.

4. TRAINING REQUIREMENTS FOR NSLS AND SDL WORKERS

For unescorted access to NSLS and SDL Controlled Areas, workers must satisfy the [PS Training Requirements](#).

5. MEMBERS OF THE PUBLIC ON A TOUR OR SHORT-TERM VISITORS (≤ 8 HOURS)

No TLD is required for members of a tour or short-term visitors (no work allowed) for entry to NSLS and SDL Controlled Areas provided these individuals are escorted by a person qualified by training to have unescorted access to Controlled Areas at the NSLS (See Section 4 above). Escorted visitors are required to read and sign Visitor/Escort forms with their Escort as they enter a Controlled Area. Visitor/Escort forms are posted on clipboards next to each Controlled Area entrance. See exceptions for Minors and Foreign Nationals below.

The policy for required attire on the experiment floor does not apply to tour groups.

6. POLICY FOR MINORS OR MINOR STUDENTS

See [PS-ESH-PRM-0.1.0](#).

7. FOREIGN NATIONALS

All foreign nationals, before either visiting/touring or working in a Controlled Area experimental floor, must first register at least 30 days ahead (more for citizens of sensitive countries) and be approved through the BNL Guest Registration Form.

8. VUV RING ACCESS

Controlled Access to the VUV ring is described in [Attachment 1](#).

9. WORKING ALONE, see [Attachment 2](#).

Attachment 1 - [Controlled Access to the VUV Ring \(Non-Maintenance Beam\)](#)

Attachment 2 - [Working Alone; NSLS Analysis](#)

Document Review**Frequency****3** YearsReview signatures on file
with master copy of
controlled document**LIGHT SOURCES DIRECTORATE REVISION LOG****Document Number:** PS-ESH-PRM-0.2.0**Subject:** Policy for Access, Attire, and TLDs in Photon Sciences Areas

Rev	Description	Date
1	Initial document as PS PRM. Replaces Rev. 9 of LS-ESH-PRM-0.2.0. Removed TLD badge wearer instructions, and requirement for TLD at SDL.	12/31/11
2	Changed PRM name to clarify purpose. Included prescription safety glasses policy. Removed previous Attachment 1 for Area Based PPE analysis. Updated to include all Photon Science areas.	7/27/12