

This COSA form must be completed for all experimenters working in the CFN and must be submitted to the CFN User Office for badge access.
CFN Safety Awareness Policy: Each user must be instructed in the safe procedures in CFN related activities. CFN Facility Laboratory personnel shall keep readily available all relevant instructions and safety literatures.

Employee/Guest Name	Life/Guest Number	Email Address
Wai-Lin Ng / x7153	Kevin Yager	
ES&H Coordinator/Ext.	Facility Manager	COSA Trainer
<input type="checkbox"/> Staff	<input type="checkbox"/> Guest	<input type="checkbox"/> User

USER ADMINISTRATION:

- Checked in** at User Administration and has valid **BNL ID badge**
- Safety Approval Form (SAF)** approved. Added to ESR: _____ Proposal No: _____
- Training** requirements completed (indicate additional training specified in SAF or ESR in lines provided below):

Selected ESRs	1	5	9	10	31	32	36	41	42	Training Complete	Notes
JTA No.	NC-01, NC-01c	NC-18, NC-18a, NC-18b, NC-18c	NC-14b, NC-14e	NC-17, NC-17a	NC-42	NC-36	NC-39	NC-49, NC-49b	NC-52		
Room Numbers	32	10	16	35	3A, 16	10	1B	17	3B		
CFN Safety Module for Users NC-ESH-USERS	[]	[]	[]	[]	[]	[]	[]	[]	[]		
Cyber Security Training GE-CYBERSEC	X	X	X	X	X	X	X	X	X		
Laboratory Standard HP-IND-220	X	X	X	X	X	X	X	X	X		
Hazardous Waste Generator HP-RCRIGEN3	[]	X	X	X	X	X	X	X	X		
Compressed Gas Safety TQ-COMPGAS-1	[]	X	X	[]	X	X		[]	X		
Cryogenic Safety TQ-CRYOGEN	X		X	X				X	X		
Oxygen Deficiency Hazard TQ-ODH								X			
Nanotechnology in the Workplace TQ-NC-HS2	X	X	X	X	X	X	X	X	X		
General Employee Radiation Training TQ-GERT							X				
Class D Fire Extinguishers TQ-FIRE-CLASSD			[]								
Inhalation and Dermal Hazards TQ-INHALATION1		[]									
Corrosive Etch Solution TQ-CORETCH		[]									
HF Training for 1L10 NC-HF-1L10		[]									
HF: Personal Contamination Procedures TQ-HF-CONTAM		[]									
Static Magnetic Field TQ-SMF		[]						X			

User Admin Signed: _____

Date _____

FACILITY SAFETY:

- Facility Tour**, including all galleys
- Personal protection** equipment: location of all the necessary PPE; requirements posted on lab doors
- Card Entry:** Use of card to enter room, proper room entry (no piggybacking)
- After Hours Policy:** Normal working hours is 8-6, Mon. to Fri. Users and guest do not receive after-hours or weekend access to the building without authorization of Facility Leader and Operations Manager
- Hazard Placard.** Review hazards and instructions.

EMERGENCY PROCEDURES:

- Emergency phone numbers:** Fire/Medical: 631-344-2222, Security: 361-344-2238, Laser Safety Officer 631-344-4371, Facility Complex Manager 631-344-5937, ES&H 631-344-7153
- Site Alarms:**
 - Continuous Siren** – Go to indoor main assembly area (1st floor, middle corridor)
 - Intermittent Siren** – Evacuate site immediately (apartment residents proceed indoors, close windows and doors, await further instruction from the Laboratory emergency forces or housing personnel)
- Test of Site Alarm** – every Monday at noon.
- Building Alarms:**
 - Fire alarms: Evacuate** by nearest exit and meet at semi-circle recharge basin on the west side of the parking lot.
 - In the event of a highly toxic gas release at the CFN**, a unique, temporal, 3-tone alarm will be generated by the building. Emergency notification system, followed by a verbal message to evacuate out of the North exists only (front building). All must gather at the Outdoor Assembly Area near the West parking lot (curve stone wall).
- Fume hood alarm:** Do not use hood if beeping; contact Safety personnel.
- Nearest exists, route identification and walkdown**
- Spill Containment**
- Fire Extinguisher & Fire Alarm Pull Station** locations
- Eyewash/shower station**
- Location** of nearest telephone

LAB AND EXPERIMENTAL SAFETY:

- Safety personnel:** F. Camino 631-344-7606, G. Doerk 631-344-7370, M. Liu 631-344-2569, C. Nam 631-344-7066, A. Stein 631-344-3527, G. Wright 631-344-4386
- ESR** read and reviewed 1 5 9 10 31 32 36 41 42
- SOPs read and reviewed as necessary
- For XRD users only:** XRD training checklist completed (user added to XRD user list)
- Cryogens** fill station and demonstrate use
- Chemical** use, labeling, and storage
- Acids**
- 1L10: HF Orientation**
- Satellite Accumulation Area** (Hazardous Waste SAA)
- Electrical:** No work on exposed parts above 50V without Electrical Safety 1 Training and Dept. ES&H approval
- Static Magnetic Fields:** 5 Gauss posted area. No entry to wearers of medical devices (pacemakers, electronic or ferromagnetic implants). OMC medical evaluation available.
- Class 3B Laser:** No entry during calibration. Follow postings.
- Good Housekeeping:** Return samples/chemicals to home institution
- Further training:** All equipment use is subject to additional training from authorized CFN Staff. ESR, SAF and COSA do not represent authorization for use of any equipment.

I understand the procedures, operations and safety instructions given to me for this facility and that I must promptly report equipment failures, spills, or off-normal event. I am aware that a willful violation of these procedures and requirements may result in the loss of my access to the facility.

Employee/Guest Signature: _____

Date: _____

Trainer Signature: _____

Date: _____

DESIGNATED COSA TRAINERS:

- F. Camino
- G. Doerk
- M. Liu
- C. Nam
- A. Stein
- G. Wright