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**

Wai-Lin Ng / x7153

**Life/Guest Number**

ES&H Coordinator/Ext.

**Email Address**

Facility Manager

**COSA Trainer**

☐ Staff  ☐ Guest  ☐ 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):  

<table>
<thead>
<tr>
<th>Selected ESRs</th>
<th>20</th>
<th>37</th>
<th>38</th>
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<td>JTA No.</td>
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<td>Room Numbers</td>
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<td>NC-58 NC-40a</td>
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</table>

- **CFN Safety Module for Users NC-ESH-USERS**
- **Cyber Security Training GE-CYBERSEC**
- **Laboratory Standard HP-IND-220**
- **Hazardous Waste Generator HP-RCRIGEN3**
- **Cryogenic Safety TQ-CRYOGEN**
- **Compressed Gas Safety TQ-COMPAS-1**
- **Nanotechnology in the Workplace-Nano Workers TQ-NC-HS2**
- **Laser Safety TQ-LASER**
- **Laser Medical Surveillance TQ-MEDSURV-LASER**
- **Laser Specific Training with SOP NC-LASER-20 REV. NC-LST-ESR20**
- **Laser Specific Training with SOP NC-LASER-37 REV. 1.2 NC-LST-ESR-37**
- **Laser Specific Training with SOP NC-LASER-38 REV. NC-LST-ESR38**
- **Laser Specific Training with SOP NC-LASER-38A REV. NC-LST-ESR38A**
- **Laser Specific Training with SOP NC-LASER-38B REV. NC-LST-ESR38B**
- **CFN Laser User Orientation (JTA NC-51) NC-LASER-ORIENT**

User Admin Signed:  Date:  

The Official Copy of this COSA Form is available only at www.bnl.gov/cfn.
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 guests 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:
- Site Alarms (tested every Monday at noon):
  - 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)
- 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
- Eyewash/shower station
- Fire Extinguisher & Fire Alarm Pull Station locations
- Location of nearest telephone

LAB AND EXPERIMENTAL SAFETY:
- ESR read and reviewed
- Laser SOP Training: □ SOP NC-LASER-20 □ SOP NC-LASER-37 Rev. 1.2 □ SOP NC-LASER-38 □ SOP NC-LASER-38A □ SOP NC-LASER-38B
  
  Revision No.: □

  A change in the SOP revision number requires the completion of a COSA addendum.

  □ Laser System Specific Training (expires 2 years)
  □ Additional SOPs read and reviewed as necessary (Specify):
  □ New Laser User Orientation required (for visits of 2 months or longer per year)
  □ Observe signage/posting at the door, indicating Laser Controlled Area, Lab 1L37
  □ Chemical use, labeling, and storage
  □ Satellite Accumulation Area (Hazardous Waste SAA)
  □ Electrical: No work on exposed parts above 50V without Electrical Safety 1 Training and Dept. ES&H approval
  □ Good Housekeeping: Return samples/chemicals to home institution
  □ Further training: All equipment use is subject to additional training from authorized CFN Staff.

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:

☐ A. Boscoboinik ☐ M. Cotlet ☐ A. Head
☐ M. Li ☐ M. Liu ☐ D. Nykypanchuk
☐ X. Tong ☐ K. Yager