NSLS-II Beamline Specific Training Form 22-IR-1

ACCESS/POLICY

☐ F Prohibited Areas
Access to FOE, mezzanine areas above hutch roof, staircase not permitted

☐ F Signs and Placards
Locate and discuss all posted signs and placards (Hazard Info Placard, contact info, PPE)

☐ F Safety Approval Form
Users must review SAF; review controls and other training for SAF or beamline

☐ F Lead Experimenter
Lead Experimenter must ensure that safety, training, and reporting requirements are completed

EMERGENCIES

☐ F FLOCO/Control Rm
Discuss when to contact a Floor Coordinator (FLOCO) and the Control Room for assistance

☐ F Beamline/ESH Staff
Discuss when to contact Beamline Staff/ESH for assistance and operations (emergency contact info, phones)

☐ F Emergencies
Discuss emergency response and accountability responsibilities. Locate assembly, shelter-in-place areas, exits, and fire alarm pull boxes

☐ F Eye Wash/Shower
Locate eye wash/shower

☐ F Spill Station
Locate spill control station

☐ F Radiation Monitors
Identify radiation monitor locations, move away from area, call control room if area monitors alarm

☐ F Oxygen Monitors/Alarms
Locate hutch ODH monitors, discuss alarm response, verify green light is on, discuss LOB receiving room access

BEAMLINE SAFETY

☐ F Configuration Control
Identify the configuration control signs and follow configuration control policy

☐ F User Authorization
User is authorized to operate ONLY the equipment the user has been trained on - review operation and hazards

GENERAL SAFETY

☐ EB Chemicals
Discuss use, labeling, storage, spills, labs, disposal, and transportation of chemicals

☐ EB Cryogen Use
For cryogen/cryostat use, discuss fill operations, ODH, demonstrate use, wear PPE (eye and skin protection)

☐ F Electrical Work
No work on exposed electrical components (>50V and either >5mA AC or 25 mA DC or >10KV at any current) without appropriate procedures and electrical training

☐ EB Gas
Show location, operations, use, fills, storage of gas (inc cabinets if any), emergency response actions, and if authorized: valve operations, gas interlocks, switching cylinders operating transfer lines

WASTES

☐ EB Hazardous Wastes
Do not generate hazardous wastes without talking with beamline staff.

☐ EB Waste Location
Show relevant waste collection areas and discuss training requirements (sharps, razor blades, pipet tips, broken glass, hazardous waste Satellite Accumulation Area/SAA)

CLOSE OUT

☐ B1 Samples (Take Home)
Take samples back to home institution

☐ EB Shipping Haz Mat
Review shipping process for hazardous materials

☐ F End of Run Form
Complete the End of Run form for NSLS-II

☐ F Housekeeping
Check housekeeping (beamline area neat, clean, free of hazards), ensure tools/equipment returned or stored

☐ F2 Publications
Send a copy of your publication to ☑ NSLS-II User Administration ☑ the beamline

[EB] Determined by ESH and Beamline  [F] Required by Facility for ALL Beamlines

During initial form development: If there is a number next to the designation (e.g., B1, B2, etc), select the most appropriate content.
Instructions to Trainer: SAF #

(1) Provide training for each checkbox to each user listed on the SAF as they arrive and complete the information below. If a checkbox does not apply, cross out that line. Training is valid for 1 year at this beamline only. (2) Send completed forms to NSLS-II Training, Building 741, immediately after all users listed on the SAF (who plan to arrive for this run) have been trained. Training will be entered in the user's training history.

<table>
<thead>
<tr>
<th>PRINT User Name</th>
<th>Life #</th>
<th>User Signature</th>
<th>Date</th>
<th>Trainer’s Signature</th>
<th>Training Entered</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Instructions to User: 

- Ensure your name and life number are correct and sign the space below that you understand the instructions provided to you in this training.

- Trainer: Place √ next to your name:
  - Carr, G
  - Liu, Zhenxian

[EB] Determined by ESH and Beamline  [F] Required by Facility for ALL Beamlines

During initial form development: If there is a number next to the designation (e.g., B1, B2, etc), select the most appropriate content.