**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

- **☐ EB** Cryogen Lines
  Discuss allowed operations with transfer lines, review operations

- **☐ EB** Equip E-Stops
  Show locations, review when to use emergency stops, and if authorized to reset

- **☐ EB** LN2 Shut Off
  Review operation for LN2 shutoff button, and when to use them

- **☐ 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

- **☐ EB** Ladders
  Review step ladder use if needed; if ladder required, discuss set up, safety and 3-point rule

- **☐ EB** Magnetic Fields
  Magnetic fields present at this beamline - Users with medical devices/implants should stay away from source

**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/SAAR)

**CLOSE OUT**

- **☐ B3** Samples (Store or Ship)
  Discuss with beamline staff whether to store samples or ship back to home institution and confirm before leaving

- **☐ 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

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[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.
(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.

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

<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>
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Trainer: Place √ next to your name:
- Barbour, Andi
- Hu, Wen
- Hunt, Adrian
- Mazzoli, Claudio
- Waluyo, Iradwikanari
- Wilkins, Stuart

[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.