

ACCELERATOR DIVISION DEPARTMENTAL PROCEDURE  
OPERATIONS DEPARTMENT  
ADDP-OP-0403

ACCESS TO ALL AD RADIATION FENCED AREAS OR SERVICE BUILDING ROOFS

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REVIEW AND CONCURRENCE RECORD

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REVIEWED BY: John Anderson DATE: 12-23-09  
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## 1 Purpose and Scope

This procedure is used when it is necessary to access an AD Radiation Fenced Area or Service Building Roof.

## 2 Prerequisites

- 2.1 A need to access an AD Radiation Fenced Area or Service Building Roof that may disrupt beam operations.

## 3 Instructions

- 3.1 The AD Crew Chief, or designee, must call the AD RSO or designee, to receive permission to access a specific radiation fenced or service building roof area.
- 3.2 The AD Crew Chief, or designee, must verify that all critical devices for the specific area are off, assuring that no beam can be delivered to the area to be accessed, or follow the guidance provided by the AD RSO or designee.
- 3.3 The AD Crew Chief, or designee, must issue one Radiation Fence Key per person or group for access to a radiation fenced area or service building roof.
- 3.4 A note must be recorded in the Operations Log Book noting the location where the access is being made, and what guidance that was provided by the AD RSO or designee.

NOTE: If personnel are using a ladder, bucket truck, or any other means of accessing the AD service building roofs or radiation fenced berms, they must still follow these guidelines prior to any access. The AD RSO or designee may deem an access to any of these specific areas to be appropriate without all of the above instructions being met. All accesses will be determined by AD RSO or designee, on a case by case basis.

