

PHYSICS DIVISION
ESH BULLETIN 2005-06
TRAINING RULE, REVISION 3
October 5, 2005

“All Physics Division Staff, Users, and Guests who do hands-on experimental work must complete all required training for hands-on experimental work prior to beginning work.”

Previously, untrained Physics Division Staff, Users, and Guests were allowed to conduct hands-on experimental work under the direct supervision of a trained person. This is no longer allowed. Note that non-Physics Division Staff who need to do maintenance work or access Radiological Areas for tours, inspections, etc., may continue to be escorted by a trained person, without completing the training themselves.

Radiological Worker Practical Factors must now be completed within 30 business days of taking the written exam. Users must take care not to complete the written exam too soon before their arrival at Physics Division or they will have to retake the written exam.

Training due dates are tracked by the actual due dates. You will be deficient the day after your training expires. Note that Users are not assigned training deficiencies. Users who have not completed the required training will simply not be allowed to perform hands-on experimental work. **Users and Guests who keep their badges when they leave ORNL will continue to receive training notices and should keep their training up to date. Access to Physics Division experimental facilities will be cancelled unless training is current or badges are returned.**

Physics Division Staff, Users, and Guests includes:

- * Physics Division employees;
- * Research staff members in the Physics Division who may actually belong to other ORNL Divisions, but are permanently assigned to Physics Division;
- * UT, ORISE, and ORAU Guests (and other subcontracted employees) who are permanently assigned to Physics Division;
- * Outside Users who come to the Physics Division to do experimental work; and
- * Guests who come to the Physics Division to do experimental work.

Hands-On Experimental Work:

Work in the Physics Division is broadly categorized as operations, maintenance, and experimental work. Work that is classified as operations is directly related to accelerator operations and is generally conducted by the operations staff. Maintenance is work done by the crafts. Work done by Users is considered experimental work.

Experimental work is broadly defined as a class of research activities whose principal purposes include: (1) the measurement of quantities or properties for experimental research; (2) processes which are essentially unique or experimental in nature; and (3) construction and testing of apparatus and equipment for the conduct of experiments.

Hands-on experimental work includes both beam related and non-beam related activities.

Hands-on experimental work does not include theoretical work done on the computer.

Hands-on experimental work can be conducted anywhere, even in an office environment.

Hands-on experimental work generally involves one or more of the following: setting up detectors and/or data acquisition equipment, assembly/ disassembly of equipment, work with electrical or mechanical equipment, work with chemicals or gases, work with radioactive materials or access to Radiological Areas.

Training required for hands-on experimental work:

- * Cyber Security Awareness,
- * Physics Division Experiment Safety,
- * Physics Division Electrical Safety,
- * Physics Division Hazard Communication (and site-specific on 1310 form),
- * Physics Division* Radiological Worker I or II, and Practical Factors (*or ORNL equivalent), and
- * For access to areas controlled by the HRIBF Radiation Safety System, HRIBF Rad Safety Module C1.

Radiological Areas:

- * Any area within a Controlled Area defined as a Radiation Area, High Radiation Area, Very High Radiation Area, Contamination Area, High Contamination Area, or Airborne Radioactivity Area.
- * Note that Buffer Areas are not Radiological Areas.

The Most Frequently Asked Question:

I don't want to do any hands-on experimental work, I just want to go down to the experimental areas. What training do I need?

You can go in the counting rooms without training, provided you do not do hands-on experimental work. Working on computers in counting rooms (data collection) is not considered hands-on experimental work.

If you are observing an experiment you are generally considered to be a participant in the experiment and you need all of the training required for hands-on experimental work. See the Physics Division Training Manager for exceptions due to special circumstances.