

# FACET Entry/Exit procedure

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FACET does not have a Controlled Access state. Therefore it must always be searched before the sector can be secured unless the entry was guarded.

Since staffing levels affect the amount of time an access will take, it is unlikely we can support accesses during the Owl Shift. Swing Shift accesses may also be restricted.

## For Entry

Organising an entry takes around 2 hours, 1 hour of which is a cool-down period without beam.

Inform your MCC Op that you request an access. Request a “quick access with guarded entry” if:

- the access will be <30 minutes,
- only 1 or 2 experimenters need to access
- and they will only work at one location.

Note that the request for Guarded Access cannot always be satisfied depending on the level of staffing.

MCC will call Radiation Protection (RP).

MCC will turn off the beam.

RP will wait for the mandatory cool-down period (1 hour) before entering to survey.

If the criteria for Guarded Access are fulfilled, you may ask RP to escort you in rather than wait for the complete survey. Note in this circumstance, you cannot go anywhere in the tunnel without an RP escort. Only one or two experimenters will be allowed into the tunnel and they can only work at one location.

If entry is for an extended period or if there are multiple people and multiple tasks, RP must survey the area before you can enter. After RP has surveyed, read and sign applicable RWPs posted at the manway alcove door.

At the manway alcove door, contact the MCC control room or the MCC guard. State your name. Take a key from the keybank or from the guard. Use the key to open the manway door or follow the guard in. If this is a Guarded Access, you must keep the key. If this is not a Guarded Access, return the key to the keybank and inform MCC that you have done so.

Enter obeying all postings. Note that there may be new radiation hot-spots.

## For Exit

After your work is complete, go back upstairs. If you were entering under guarded access, stay in the alcove and wait for the guard to open the door to the Klystron Gallery. Opening this door breaks the search so do not open any doors. Return your key to the keybank or to the guard.

## For Beam turn on

If you have had guarded access, you may request beam on straight away. If there was no guard posted, you must call MCC to ask for a search of linac sectors 19 and 20. This will take at least 30 minutes. Once the search is complete, you can request beam on.

Beam will take approximately an hour to return once the request has been made.

## Time Estimates

Permitted Access	Guarded Access with RP Escort
>2 hours + access time	1hr35 including access time

## Summary

Permitted Access Entry Procedure	Guarded Access Entry Procedure
Call MCC Operator and ask for Access	Call MCC Operator and ask for Guarded Access
MCC will call Radiation Physics	
Request Survey	Request Escorted Access
Beam off	
Wait 1 hour	
Wait for Survey (20 minutes) and sign in to any applicable RWPs.	Enter with RP Guide
At top of sector 19 manway, contact MCC. Give your name. Take a key from the keybank. Use the key to open the door. Put key in keybank <sup>1</sup> . Inform MCC key has been put back.	At top of sector 19 manway, give your name to the Manway Guard. Take a key from the guard. Enter alcove with guard. Retain your key.
Enter obeying all postings	Obey all instructions from RP.

Permitted Access Exit Procedure	Guarded Access Exit Procedure
Phone MCC to inform them that you are leaving. State your name.	Give your name to the guard. Do not leave alcove until the guard says it is okay.
	Return your key to the guard

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<sup>1</sup> For Permitted Access, it is not necessary to keep your key on your person; the keys are only used for opening the door. All keys must be returned to the keybank before the beam can be turned on. Under Guarded Access, the keys must be kept on your person for the time you are in the tunnel.

<b>Permitted Access Beam On</b>	<b>Guarded Access Beam On</b>
Phone MCC and request linac sector 19 and 20 search (30 minutes)	
Request Beam On. (Up to an hour)	