

This form is relevant for all external users of the experimental facilities at GSI, including persons who are participating in an experiment and therefore, stay in a work safety- / radiation protection control area. All these persons will be referred to as users in the following.

Users are instructed to read in advance the "radiation protection instructions for external employees and guests" and to get information on the department pages of safety&disposal (<http://www.gsi.de/sicherheit>) and accelerator radiation protection (<http://www.gsi.de/strahlenschutz>) over the latest access requirements. These access requirements include inter alia:

- A certificate (in English or German) of the **last medical examination** must be available.
- The **general safety and the general radiation protection instructions** must be completed. These instructions can be done online via <http://www-sist.gsi.de>. More information about the online instructions can be found on the internet pages of the accelerator radiation protection department. In addition to general instructions a **job-related training** by the competent technical security officer (STV) is required before beginning of your work. If you need to wear personal protective equipment (PPE), for example safety shoes when handling with heavy parts or bump cap when kick risk, you must wear these.
- When working with lasers of classes 3A, 3R, 3B and 4, a general and a special **laser safety training** is necessary. The general can be done online via <http://www-sist.gsi.de>, for the special you have to contact your GSI contact person.
- For activities in electrical equipment rooms of the accelerator and the ESR Cave an instruction for closed electrical operating areas, so-called **AEB training** is required. This can be done online via <http://www-sist.gsi.de>.
- An **official personal dosimeter** that can register gamma and neutron dose must be worn during activities in controlled areas.

More entry requirements for employees of **German contractors** are

- An **officially registered and completely filled radiation passport** must be brought to GSI and must be presented to the department of accelerator radiation protection.
- Users are subject to the radiation monitoring if they intend to work with radioactive materials or in the experimental areas. Their university or research institute (for example) requires a **valid license pursuant to § 15 of the Radiation Protection Ordinance (StrSchV)**. A copy of the permit must be submitted to the department of accelerator radiation protection. Because of the information required by the **permit demarcation agreement** please contact the department of accelerator radiation protection on time.

More entry requirements for employees of **foreign external company** are

- A **dose report** (in German or English) must be submitted. This dose report must contain the following data: dose in the current calendar year and the accumulated occupational life dose.

If you intend to bring **radioactive sources or radioactive materials or corrosive, toxic, flammable or biohazardous materials** to GSI, the departments of safety&disposal and accelerator radiation protection needs to be informed at least one month prior to arrival. A Material Safety Data Sheet (MSDS) for hazardous substances is to make available.

The use of such materials requires the agreement of GSI.

If **dangerous goods** must be transported, you have to obey the rules of the compliance of the dangerous goods (ADR). If necessary please clarify the transport operation with the dangerous goods safety adviser in your home institution. For the return of dangerous contact the GSI dangerous goods safety adviser.

The **brought experiment-equipment** must be in good condition and according to the prior art, assembled, installed and operated. In particular, this may need commissioning and periodic inspections according ProdSG - Product Safety Act, Ordinance on Industrial Safety and Health (BetrSichV) and the Accident-Prevention Regulation, in particular BGV A3 note "Electrical Systems and Equipment". The relevant evidence must be kept.

The construction and operation of the experimental equipment must be carried out by authorized and qualified users in coordination with the competent GSI personnel.

Also the users (also in agreement with the relevant GSI staff) have to keep in mind that the materials need to be removed at **the end** of the experiment. And, if it needs to be disposed, the deposition must be in accordance with the relevant regulations.

Pregnant / lactating women should not stay in radiation protection control areas or monitoring areas (eg. EH, EX, TA, TR, BH, LBH-hall) and not work with radioactive materials. Furthermore, note this employment prohibitions and restrictions pursuant to § 4 and 5 of the Maternity Protection Policy Regulation (MuSchRiV).

The users have to follow the instructions of the GSI staff and comply with the relevant health and safety and radiation protection.

The user has to have **adequate insurance-coverage**, especially liability and accident. It is necessary to take certification documents on this with you. Accidents must be reported to the GSI-contact person and the safety engineers (accident report form, <http://www.gsi.de/sicherheit>).

In order to guarantee safe working conditions at the GSI facilities and also in order to avoid any delay in experiment start all users are strongly requested to follow the mentioned here safety aspects. The user is also asked to clarify may not be mentioned security aspects (Safety at GSI) with the safety&disposal department.

I herewith agree to comply with the mentioned here safety aspects at GSI Helmholtzzentrum für Schwerionenforschung GmbH, Postfach 110552, D-64220 Darmstadt, represented by the management, - Handelsregister Amtsgericht Darmstadt HRB 1528.

Date _____ Family name, first name: _____ Signature: _____

Please fill in your personal data and the name of the contact person at GSI:

Family Name: _____

First Name: _____

Home Institute/University: _____

Street/P.O.B.: _____

Town: _____

Country: _____

Phone: _____

Fax: _____

Contact person at GSI: _____ Departement: _____

Name, address and relationship of the person to be informed in case of an emergency:

Date: _____ Signature: _____

Please return this form to the secretary of the safety&disposal department at GSI.