

Experimental Area Tour Requirements

PPD Policy 005-v02

Purpose

Tours of PPD experimental and technical areas are a valuable educational tool for visitors such as students or members of the public. Nonetheless, care must be exercised to ensure that visitors are properly escorted. Certain types of tours require advance approval and special consideration must be given to tours with visitors under the age of 18.

Policy

Each tour must have an escort who is a Fermilab employee or user. There must be a minimum of one escort per 20 visitors. Special requirements for the Muon g-2 Experimental Hall and the DZero collision hall are detailed below.

Except as noted below, tours with more than 20 visitors per escort or tours with any visitors under the age of 18 must be approved by the PPD Division Safety Officer, or designee.

Tours of areas posted for radiological purposes, including Radioactive Materials Areas and Radiological Areas, other than DZero or g-2 must be approved by the PPD Division Safety Officer, or designee. If an individual on such a tour has the potential to receive a dose greater than 10 mrem or is under the age of 18, approval of the Senior Radiation Safety Officer is required.

Tours of experimental areas which are in preparation, operation, or standby mode must have the approval of the installation or operations manager as appropriate.

Tours of technical areas and laboratory spaces should be arranged through the appropriate group leader, facility manager, or department head. Tours of non-experimental areas or experiment halls which are idle or decommissioned may be arranged through the appropriate building manager.

Tours of the Muon g-2 Experiment

Permission for tours of the g-2 hall must be requested from the g-2 run coordinator, preferably at least 24 hours in advance. Tours are restricted to the entrance foyer and the catwalk. While dosimetry badge is required for the escort, dosimetry is not required for the visitors. Tours must have at least one tour guide for every 10 visitors. Visitors must be at least 12 years old. Visitors under age 12 may be authorized by the Division Safety Officer. Visitors under age 18 must be accompanied by an adult. Any person who has not completed MC-1 High Bay Hazard Awareness Training is considered a visitor to g-2 and must be escorted.

Tours of the DZero Collision Hall

Tours of DZero that include the collision hall and optionally the Tevatron tunnel are to be requested by contacting the DZero tour coordinators at d0rc@fnal.gov. The tour coordinators maintain a list of approved tour guides who are trained on the tour route and means of egress. The number of visitors is to be 10 or less per tour guide, and the maximum number of visitors in the building at one time is limited to 40. All visitors must be 14 years old or older. Visitors ages 14 to 17 must be accompanied by an adult. Visitors to the collision hall and tunnel must wear closed shoes without high heels and must be able to climb stairs.

Tours of the Tevatron tunnel are subject to Accelerator Division approval. The current standing policy for tours of the D0 region of the tunnel can be found [here](#).

Owner

Responsibility for reviewing, updating, and communicating changes to this policy rests with the Division Head.

Review Cycle

This policy is to be reviewed at least every three years.

Definitions

Visitor: any person who has been issued a temporary Visitor Pass by Fermilab Security or has not been issued a Fermilab ID card by the Key/ID Office.

Tour: a group of any number of visitors.

Tour approval: a written, verbal, or electronic mail authorization to conduct the tour and obtained in advance.

Escort: a person accompanying the tour who is familiar with the area being visited and is a Fermilab employee or User.

Responsibilities

The tour escort must obtain all required approvals. The escort must be aware of all hazards in the tour area prior to allowing visitors to enter and must ensure that the tour group adheres to all applicable requirements. Escorts must consult with the building manager, department head, or experiment coordinator.

Revision History

Version	Date	Notes
v01	n/d	Original Creation
v02	4/10/2019	Updated and formatted for DobDB migration

