

NLCTA Experimental Hall Search and Secure Procedure

Introduction

This procedure is to be used to secure the Experimental Hall PPS enclosure (henceforth referred to as “the enclosure”). Securing the enclosure consists of verifying that no one is inside the enclosure, verifying the integrity of the exclusion barriers, and ensuring that all doors are securely latched. This procedure must be repeated whenever there is a loss of PPS security in the enclosure.

Applicability

A complete search of the enclosure requires a team of at least two qualified operators: one person at the PPS console in the NLCTA (or B225) control room, and another to conduct the search. All people participating in the search and secure process should be familiarize with this procedure.

Precautions and Limitations

Searching must be done thoroughly to ensure that every person anywhere in the enclosure will be found.

If the integrity of the PPS interlocks or other safety systems has been compromised prior to the search, then the Experimental Hall PPS Interlock Checklist (02-03-29) must be completed.

Each member of the search team entering the enclosure must have a key from the key bank during the search.

The person at the PPS console must record their actions in the NLCTA Experimental Hall PPS Log (02-03-31).

The person at the PPS console must not release any keybank keys other than those carried by the search team.

Prerequisite Actions

1. Read this entire search procedure before proceeding.
2. If necessary, refer to the “NLCTA Experimental Hall Entry and Exit Procedures” (02-03-27).
3. Get the Experimental Hall Search Reset Key from the key safe.
4. The PPS console operator sets the enclosure to CONTROLLED access.

Searching the Enclosure

1. Enter the enclosure as specified in the “Entry and Exit Procedures.”
2. Continue through the enclosure to the east wall.
3. Obtain the search preset with the Experimental Hall Search Reset Key.

4. Search the enclosure paying special attention to the back side of the beam line.
6. Search to the PPS door. Close the inner PPS gate.
7. Exit the enclosure as specified in the "Entry and Exit Procedure." Make sure the PPS door is latched and return the PPS key bank key.
8. After completing the keybank, the searcher, using the Experimental Hall Search Reset Key, and the PPS console operator, together obtain a Search Reset.
9. Return the Search Reset Key to the key safe.

Approval

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NLCTA Operations Manager	Date
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NLCTA Safety Officer	Date
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Accelerator Department Safety Office	Date