

# Aladdin Tour Policy

1. Inform Chris Moore of all tours as soon as possible. Also contact Chris if you would like him to give or assist in organizing a tour.
2. Only KRC employees and users will be allowed to give tours of the Aladdin vault. Self-guided tours are not allowed.
3. The tour guide must fill out an 'Aladdin Tour Sign-in Sheet' for each tour. These forms are available below the SRC mailboxes. Place completed forms in Chris Moore's mailbox. Although encouraged, SRC will not require an 'Aladdin Tour Sign-in Sheet' to be filled out for small tours of 1 or 2 professional colleagues.
4. All tour participants names must be printed on the 'Aladdin Tour Sign-in Sheet'. This can be done by the tour guide if desired.
5. Tour participants should be cautioned that this is a working lab and that hazards do exist. These hazards include but are not limited to; radiation, magnetic, electrical, and chemical.
6. No special considerations are required for tours that include minors.
7. People with pacemakers, which can malfunction in magnetic fields, are not allowed in the vault until after speaking to the safety officer. Strong magnetic fields can be present with or without beam in the ring.
8. Tour groups should be kept to ten people or less per guide. When necessary, use multiple tour guides. Contact Chris Moore to arrange for additional tour guides.
9. If possible, tours that include multiple groups will be done during development weeks to minimize the disruption to researchers using the machine. If necessary, no beam mornings will be scheduled for large, multiple group tours.
10. Scheduling of no beam tours should be done with user quantum in mind, that is, no beam mornings are better near the beginning of a user quantum than near the end.
11. Air-handling room (these stairs are steep and hazardous), equipment room (noise levels are quite high), and machine shop will not be included on tours.
12. Tours guides should sign the SRC visitor's log located near the front door of the SRC.

# Aladdin Tour Sign-in Sheet

## Guidelines

- Tour guides should fill out this form and sign the SRC visitors log.
- Place completed forms in Chris Moore's mailbox.
- For more details, please read the SRC Tour Policy located on the tour clipboards.

**Date:** \_\_\_\_\_  
**KRC Tour Guide:** \_\_\_\_\_  
**Tour Group Affiliation:** \_\_\_\_\_

<b>Office Use Only</b>  _ Log Book
--

## Participants: (maximum of ten per guide, please print)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**Beam energy:** \_\_\_\_\_

	<b>Start of Tour</b>	<b>End of Tour</b>
<b>Tour Time</b>		
<b>Beam Current</b>		