### How to Access Radiation Controlled Area outside of KEK Tsukuba

# Person Concerned

Radiation workers of employees and students etc. belonging to KEK Tsukuba Campus who intend to work in a radiation-controlled area outside of KEK Tsukuba Campus.

## **Contact Information**

Radiation Control Office Radiation Control Building, 1F

TEL: 5495 (ex.), 029-864-5495

E-mail: rad-office@ml.post.kek.jp

Business hours: 9:00-12:00 and 13:00-16:00 on weekdays

# Procedure Flow

### 1. Paper preparation for permission

Prepare "Application for permission for radiation work outside of KEK Tsukuba (Form No.6)."

### 2. Submission of Form No.6 to the Radiation Control Office

Submit Form No.6 to **Radiation Control Office** to obtain permission from the Director General of KEK.

Attach approval forms at the work site if necessary.

### 3. Permission from the Director General of KEK

Radiation work outside of KEK Tsukuba is not allowed without permission from the Director General of KEK.

Permission is only accepted if the applicant has undergone training in radiation safety and medical examination for radiation workers at KEK.

### 4. Radiation work outside of KEK Tsukuba

Radiation work must be performed **wearing both the personal dosimeters** provided at the work site and KEK.

### 5. Submission of the exposure record

After obtaining the exposure records at the work site, submit them to Radiation Control Office.