

Photo ID Check at the Radiation Reception Desks

Radiation Control Office / Photon Factory, KEK | In effect from 5 October 2026

1. What we ask you to do

When you are issued with a personal dosimeter and an entry card at the Radiation Reception Desk, please show ONE form of identification bearing your photograph and your name to the person at the desk.

Your staff ID card or student ID card (a My Number Card, driver's licence, passport or Residence Card is also accepted)

2. Why we ask

To make sure that you are the person named on the safety training record, we check one piece of photo identification. It also protects the correct management of your own radiation dose.

3. What the check involves — and what it does not

- We simply compare the name on your training record with the name on your ID.
- **We never copy, photograph, write down or keep anything.**
- For a My Number Card, the front side is enough. Your Individual Number will not be read or recorded.
- Only your name and photograph need to be visible. You may cover your address and date of birth.

4. If you do not have your ID with you

One of the following people may confirm your identity to the person at the reception desk — in person, by telephone or by e-mail:

- the spokesperson of your proposal / a staff member of your group / a staff member of your institution

If your identity cannot be confirmed, entry may be refused. Please always carry your ID.