

Dealing with Hutch Monitor Alarm in the Instrument hutches



Safety and Radiation Protection Group

In the event of a hutch monitor alarm, the following procedure is to be observed. Please note that the persons to be contacted in such an event are not doing on-call-duty and may or may not be able to receive the phone call.

STEP 1

IN THE EVENT OF A HUTCH MONITOR ALARM, LEAVE THE HUTCH WITHOUT DELAY. THE LAST PERSON LEAVING THE HUTCH MUST CLOSE ALL HUTCH DOORS (OPTICS/ EXPERIMENTAL HUTCHES).

The picture on the right shows a radiation alarm warning from a hutch monitor. The warning sign is located inside the hutches. There will also be an audible alarm.



STEP2

CONTACT ANY OF THE FOLLOWING RADIATION PROTECTION OFFICERS WHO WILL INVESTIGATE THE CAUSE OF THE ALARM

Person	Tel. No. (dial from any landline phone at XFEL)
Zunaira Ansari	96886
Wolfgang Clement	92887
Simon-Lando Gerdt	93373
Albrecht Leuschner	92043

STEP3

PERSONS TO RE-SET THE ALARM. EXCEPTIONS TO THIS MAY ONLY BE MADE BY RADIATION PROTECTION OFFICERS IN STEP2. PLEASE NOTE THAT PERSONS IN STEP3 CAN ONLY RE-SET THE ALARM WHEN INSTRUCTED TO DO SO BY RADIATION PROTECTION OFFICERS IN STEP 2.

IN CASE OF A REAL ALARM, THE HUTCH DOOR MUST REMAIN CLOSED AFTER THE LAST PERSON HAS LEFT THE HUTCH. PERSONS IN STEP 2 MUST TAKE APPROPRIATE MEASURES TO REMOVE THE RADIATION HAZARD. PERSONS IN STEP2 CAN RE-SET THE ALARM THEMSELVES. IF THEY CANNOT DO SO, THEY MAY CONTACT ANY OF THE FOLLOWING

Person	Tel. No. (dial from any landline phone at XFEL)
Zunaira Ansari	96886
Eric Boyd	96899
Tobias Haas	92887
Michael Prollius	96981
Wolfgang Clement	92887
Simon-Lando Gerdt	93373
Albrecht Leuschner	92043