ES&H BULLETIN 74
SLAC User and Similar Non-employee Safety Training
4 January 2005

This bulletin replaces Bulletin 49B, “Important OSHA Reminder,” and supersedes information contained in the SLAC Es&H Manual1, Chapter 1, “The SLAC ES&H Program,” and in Chapter 24, “Training.” Revisions to these chapters will incorporate the contents of this bulletin.

This bulletin covers safety training for users and similar non-employees while they are at SLAC. The term “users and similar non-employees” means individual users, collaborators, students, visiting scholars and scientists, and researchers, as well as consultants, engineers, technicians and other professionals under contract in support of research projects. This bulletin applies if their activities here may expose them to a unique SLAC-specific hazard. The bulletin does not cover casual visitors or those here to attend lectures or tours, nor does it apply to emergency response personnel, those making deliveries, or others whose work is not likely to expose them to a SLAC-specific hazard2.

This bulletin is directed to the experimental spokesperson, activity leader, or similar laboratory personnel who direct or oversee the activities of users and similar non-employees (“official SLAC contacts”). These activities may include setting up experiments, working with research equipment, or conducting research-related efforts in an experimental hall.

SLAC Safety Training Required for Users and Similar Non-employees

SLAC is a research facility presenting numerous situations not encountered in the typical academic research setting. SLAC-specific safety training is required for anyone carrying out on-site activities that might expose them to the unique hazards of this facility.

The intent of this training is to familiarize these users and similar non-employees with the unique hazards of this research environment and to instruct them in the use of the related protective controls, such as specialized systems and practices, that we employ regarding these hazards.

The type and extent of such safety training depends on the types of activities that the non-employee will be undertaking and the nature of the hazards they may encounter. Using the Area Hazard Analysis (AHA) and Job Hazard Analysis and Mitigation (JHAM) processes, SLAC contacts for users and similar non-employees must assess activities to determine which training is appropriate and document these results for each different activity that will expose the user or similar non-employee to a SLAC-specific hazard.

1 http://www-group.slac.stanford.edu/esh/manuals/eshmanual.html
SLAC contacts may obtain guidance as to course content from their divisional safety coordinators\(^3\). A list of available safety training can be found online\(^4\).

**For More Information**

If you have general questions, please contact General Safety (ext. 2465).

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3 For a list of divisional coordinators, see [http://www-group.slac.stanford.edu/esh/committees/safecoor.html](http://www-group.slac.stanford.edu/esh/committees/safecoor.html)

4 [http://www-group.slac.stanford.edu/esh/training/trainops/sub_con_catalogue.html](http://www-group.slac.stanford.edu/esh/training/trainops/sub_con_catalogue.html)