

T-4 Safety & Security Checklist for Visitors in SM-43

Prohibited items:

- Weapons
- Explosives
- Illegal drugs
- Alcoholic beverages
- Anything generally illegal

Controlled items (not allowed in SM-43):

- Cell phones, *except* LANL-owned with batteries removed
- Wireless — wireless card OK if turned off by software
- Cameras
- Audio/video recorders
- Radios (receive only), etc. require Personal Electronics Form 1876

Escorting rules for secure areas

Badge display

Safety — make sure visitor knows:

- Emergency exit & gathering place
- Telephone usage (8 for outside line)
- Emergency contacts (911, etc.)
- Label personal items

Access to Pajarito Road & other vehicle access gates

Parking restrictions (handicap, government, time-limited, etc. enforced)

Allowed buildings & badge scanning

Computer training — Click on “Computer Security” T Division home page
Account cannot be created until this is done.

Annual training — required for visit of 10 days or longer

AIS Form 1865 for laptop computers
Wireless & telephone modems must be disabled

LA-UR requirement for publication(s) with LANL author(s)

Foreign National visitors are normally not admitted to SM-43.

Briefing by group leader (GL) — *preferably after PTC has gone over all of above.*

Visitor _____ PTC _____ Host _____

GL _____ Date _____