Hall A Controlled Access Checklist

Before Leaving the Hall Always Check:

- ❑ Spectrometer entrance window guards removed
- ❑ Target window guards removed (**n/a** for Polarized ^{3}He tgt.)
- ❑ No obstructions between scattering chamber and spectrometers
- ❑ No obstructions to spectrometer movement (both arms)
- ❑ No spectrometer angle camera obstructions (**n.b.** Check from the side. Do not crawl under the spectrometer)
- ❑ No obvious problems (leaking coolant, pools of standing water, etc.)
- ❑ Polar crane positioned over entrance beam pipe

If Polarized ^{3}He target is in operation check:

- ❑ Laser Hut "crash button" is pulled out
- ❑ Yellow beacon on Laser Hut is ON

If work is done in the spectrometer hut check:

- ❑ Detectors are in proper configuration (scintillators not rotated out of position, etc.)
- ❑ No loose cables
- ❑ Doors fully closed

Before calling for "Beam Permit" check (may be done from the counting house):

- ❑ No obstructions to spectrometer angle cameras
- ❑ Magnet power supplies operational (and in remote mode)
- ❑ Magnet cryogen levels are OK
- ❑ Target vacuum $<1\times10^{-4}$ (**n/a** for Polarized ^{3}He tgt.)

Shift leader Name * (printed)	Signature	Date	Time

* Must always be signed by the shift leader. If the checklist was filled in by someone other than the shift leader, that person should fill in the 2nd line.