

ACCELERATOR DIVISION DEPARTMENTAL PROCEDURE

ACCELERATION OPERATIONS DEPARTMENT

ADDP-OP-0007

**Footprint Area Fire
MCR Emergency Response**

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REVIEW AND CONCURRENCE RECORD

REVIEWED BY  DATE 11/15/21
Eric Schlatter
ES&H Section AD Division Safety Officer

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Author	Description of Change	Revision Date
Walter Kissel	Updated required procedure format. Added flow chart.	3/25/21
Joe Compton	Added the link to the procedure to the Distribution section. Added notes to section 3.1.3 Added the name of the attachment. Added section 3.1.4	11/10/21

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ATTACHMENT 1: FOOTPRINT AREA FIRE EMERGENCY RESPONSE1

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1.0 PURPOSE AND SCOPE

The purpose of this Accelerator Division Departmental Procedure (ADDP) is to establish and define Fermilab Accelerator Division Operations Department Main Control Room (MCR) response to a report of fire in the accelerator footprint area. (MCR and surrounding areas including: X-Gallery, Linac Gallery, Booster Galleries & Transfer Gallery). Refer to Attachment 2: Footprint Area Fire Protection Zone.

2.0 RESPONSIBILITIES

- 2.1 Crew chief or designee shall initiate response by following included instructions.
- 2.2 Operators in the MCR shall follow the following included instructions.

DEFINITIONS

- 3.0 The Footprint Area Fire Protection Zone for the Cross Gallery (also known as X-Gallery) is defined in Attachment 2: Footprint Area Fire Protection Zone.

4.0 INSTRUCTIONS

- 4.1 Fire in the Footprint area
 - 4.1.1 During an active fire alarm or a report of fire/smoke, the Crew Chief or designee shall ensure that emergency dispatch has been notified (which may require calling x3131 or 630-840-3131 from a cell phone).
 - 4.1.2 If the alarm is not in the Cross Gallery, the Crew Chief or designee shall turn off the master beam switch and turn off equipment in the area via the control system and dispatch a field team to meet with the Fermilab Fire Department (FFD). If it is determined that the fire is real, the Crew Chief shall report to the Incident Commander at the scene.
 - 4.1.3 If the alarm is in the Cross Gallery, the Crew Chief or designee shall remove and maintain control of the following keys:
 - a. HEP key
 - b. NTF key
 - c. FAST key

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- 4.1.3.1 The Crew Chief or designee and on shift Operators, shall evacuate to the Horseshoe parking lot and report to the Incident Commander when the Fermilab Fire Department arrives.

Note: The Crew Chief or designee and the on shift Operators shall not re-enter the building until the Incident Commander deems the emergency is over and the event is declared over (10-99 given).

Note: The Incident Commander may request that an expert, who is familiar with the area, enter the building to help with the investigation. The expert who enters the building will be escorted by Fire Department personnel at all times.

Note: A flow chart named Footprint Area Fire Emergency Response listing the steps of this procedure is attached to this procedure as Attachment 1.

- 4.1.4 At the conclusion of the emergency (10-99 given), the Operations Crew may return to the Main Control Room (if evacuated) and resume operations.

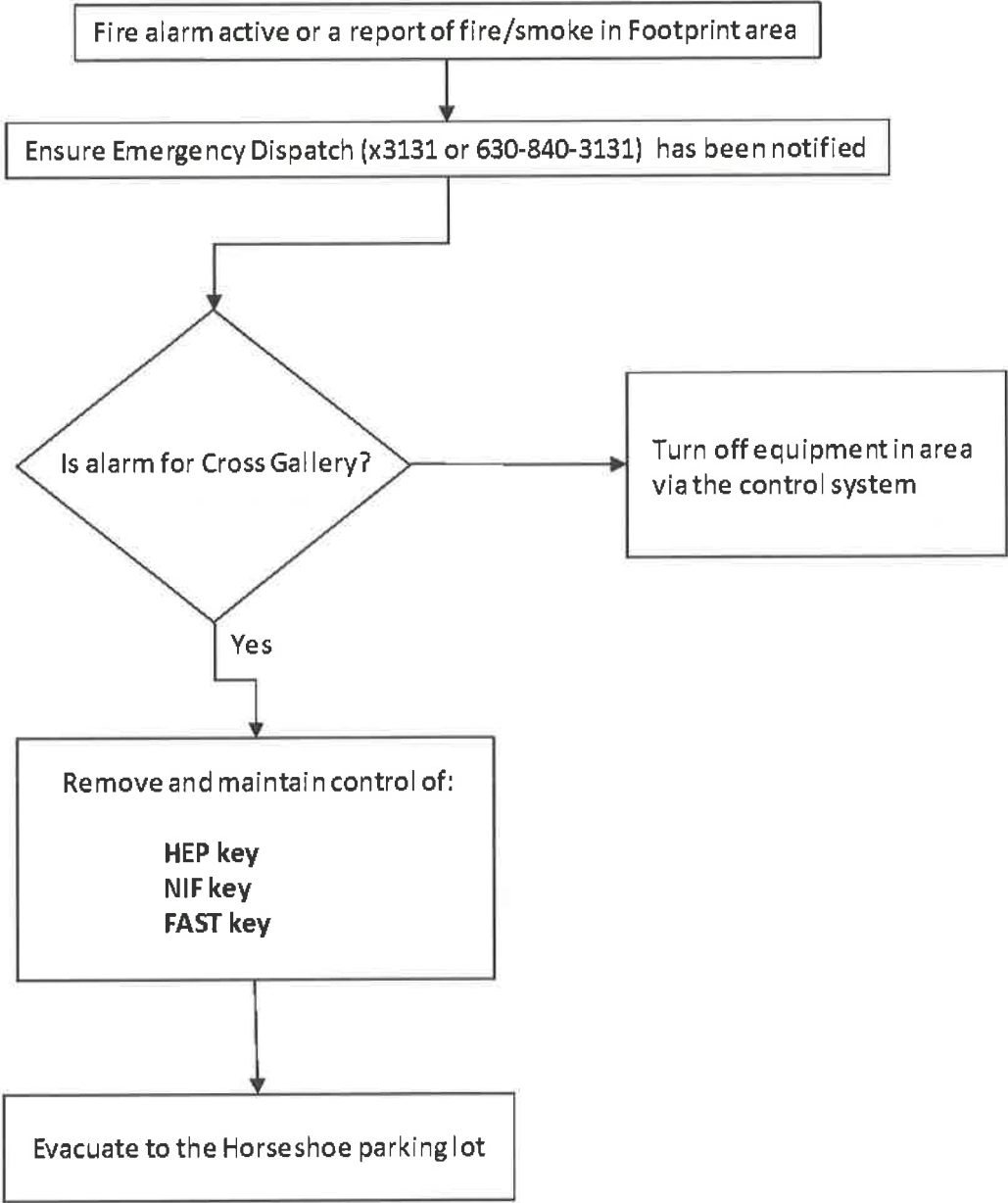
5.0 DISTRIBUTION

- 5.1 An electronic controlled copy of this procedure is maintained on the AD Operations website at: <https://operations.fnal.gov/ops/addp.html>.

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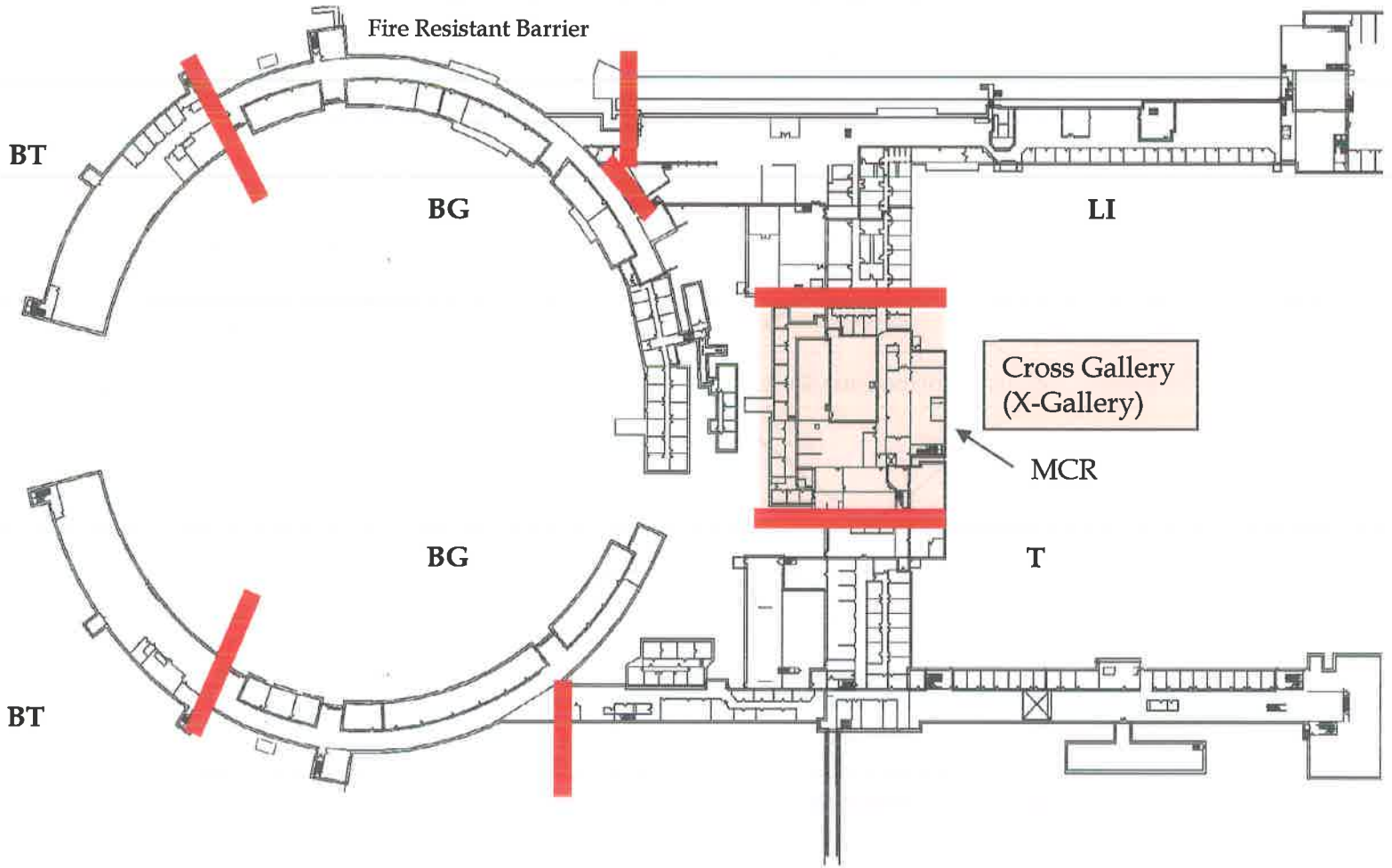
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Footprint Area Fire Emergency Response



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Footprint Fire Protection Zones



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