

Amber M. Kenney
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Date: _____
To: _____ Name of recipient
From: Amber Kenney, Chief Safety Officer
Re: ES&H Requirements for Retired Guests and Scientist Emeritus

Fermilab congratulates you on your retirement and is pleased to welcome you back with Retired Guest (RG)/Scientist Emeritus (SE) status.

As an RG/SE, you enjoy a unique position in the organization of being able to share your knowledge and experience to further our scientific goals. It is important to remember that your activities have different limits than when you were engaged as an employee or user. The following conditions apply to your RG/SE status:

- Work performed by RG/SEs is limited to activities appropriate for, and conducted in, office and control room areas.
- RG/SEs may access lab areas, beamline enclosures, experimental areas, and shops for the purposes of observing and/or advising only, unless excluded from those areas by the supervisor or Division Safety Officer. Access is subject to the normal training and personal protective equipment requirements for these areas. No access is permitted to ODH 1 or 2 areas, high radiation areas, or permit-required confined spaces. No Controlled Access to interlocked enclosures is permitted.
- Should RG/SEs want to conduct activities beyond those allowed above, they must change their contractual relationship with the laboratory and should consult with their supervisor. For example, an RG/SE could return as a faculty member or employee of a university, an employee of a company doing business with the laboratory, or a contractor with their own business liability insurance.

Failure to comply with these conditions may place your RG/SE status in jeopardy. Questions regarding these requirements should be directed to your supervisor or the Division Safety Officer for your host Division/Section.

Once again, congratulations and we look forward to collaborating with you to advance our scientific programs.

I acknowledge receipt of this memo:

cc: enter supervisor here _____