

## What do I have to do in advance in order to prepare my visit at MLZ?

**Important for first time users!**

**When the scheduling is done**

**Sample Tracking System**

**Preparations regarding the access regulations**

**Online Safety Training System UWEB**

**Preparations regarding the radiation protection - Users working in Germany**

**Preparations regarding the radiation protection - Users working outside Germany**

## Contact:

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Opening hours: Mo-Th 08:00-16:00, Fr 08:00-13:00

During your stay and participation in scientific experiments, the monitoring of the involved persons by the FRM II Radiation Protection Department is required by our authorities. Therefore we need to know the dose you received before your arrival and have to monitor your radiation exposure during your stay.

In case in your country a Radiation Passport ("Strahlenpass") is used, please bring it with you when visiting the MLZ. If not, please download our [form for access to controlled areas](#) and complete it carefully. Please email/ fax it to our Radiation Protection Department **five work days before your visit starts** at the latest.

First, complete your **personal data**. Don't miss to give the **dates of your planned visit!**  
Second, you have to decide:

1. Are you **a non-occupationally exposed person** – that means, you did not work in a controlled area during the last 12 months?  
Please **check** the first check box and all you need to do is to ask your radiation protection officer or – in case such a person is not available – the director of your institution **to sign and to stamp** the form. Without signature and stamp, we unfortunately can't grant any access!
2. Are you **an occupationally exposed person** – that means, you worked in a controlled area during the last 12 months?  
Then please **check** the second check box and **provide** the requested data/ ask the person in charge to do this. Please note that the last entry must not be older than three months.  
Your radiation protection officer or – in case such a person is not available – the director of your institution has **to sign and to stamp** the form. Without signature and stamp, we unfortunately can't grant any access!

The FRM II Radiation Protection Department will equip you with **dosemeters**. After the official dosimeter's evaluation, your home instituton will receive a **dose history** – that one has to be filed away.

**Please keep in mind** that you are always requested to have your dosimeters with you when entering the Experimental or Neutron Guide Hall. Details concerning the radiation protection will be presented to you during the online safety training (see above "UWEB") which you are required to conduct prior to your arrival at MLZ.

In case any further questions occur, please don't hesitate to contact the FRM II Radiation Protection Department directly!

**Please note: These regulations may be cancelled any time without further notice!**

[Applying for the visit](#)

[Hotels at Garching](#)

[Public transport](#)



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**Further questions? Just contact the User Office!**