1. **Introduction:** The workplace environment is vulnerable to emergency situations. In an effort to prevent emergencies and to ensure proper response in case of an emergency, this policy and its parallel procedures document were developed. These documents are predicated on the assumption that knowledge and training reduces risk.

2. **Purpose:** The purpose of the emergency policy is to ensure that all individuals working at CAMD have read the emergency procedures, know how to prevent an emergency, know where to find the emergency procedures and what actions are expected of individuals during a CAMD emergency.

3. **Definitions:**

   3.1 An emergency is defined as any off-normal occurrence with the potential for serious threat to life, limb or property.

   3.2 A manager is defined as anyone who has supervisory authority over another individual.

4. **Scope of Policy:** The policy covers all persons working at CAMD including visitors and contractors.

5. **Requirements:**

   5.1 All individuals working at CAMD must sign the emergency compliance form: EP-CO-0001.D001.doc

   5.2 The Emergency procedures document EM-PR-0001-001.doc must be posted at all beamlines, in the control room, in the linac and in the cleanrooms of LSU/CAMD.

6. **Responsibilities:** It is the responsibility of the CAMD managers (example: beamline or cleanroom) to make sure that all individuals working at CAMD are given access to emergency procedures (EM-PR-0001-001) and that such individuals sign the emergency procedures compliance form (EM-CO-0001-001.doc)

7. **Penalties:** Failure to follow the emergency policy will result in a penalty. Penalties are assessed at the discretion of the CAMD Director

8. **Exemptions to the Rule:** none

9. **Special Conditions:** none identified
**Authorization:** by the signatures affixed below this policy is authorized by the CAMD Director and the CAMD Safety Director.

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<td>F. Josef Hormes</td>
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<td>Marie-Lorraine Marceau-Day</td>
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<td>CAMD Director</td>
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