<table>
<thead>
<tr>
<th>Access type</th>
<th>Definition</th>
<th>Details of Access</th>
<th>Location for Badging</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employees</td>
<td>An individual who is employed by FRA.</td>
<td>New</td>
<td>Wilson Hall - 1 W (or Aspen East Welcome and Access Center)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Renewing and badge not expired</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Expired badge</td>
<td></td>
</tr>
<tr>
<td>Authorized Guest</td>
<td>An individual who does not have business with the laboratory but is approved to access select Fermilab facilities, such as the Fermilab Children’s Center, Fermilab Village Housing, or Recreation Program. For the purposes of determining who can stay in onsite housing, an authorized guest is defined as: spouse, domestic partner, child, stepchild, parent, parent-in-law.</td>
<td>All</td>
<td>Aspen East Welcome and Access Center</td>
</tr>
<tr>
<td>Business Visitors</td>
<td>An individual who has business with Fermilab that can be achieved in less than one week while being escorted when in non-public access areas. Business visitors do not require training or a Fermilab ID badge and do not receive payments or reimbursements using DOE funds.</td>
<td>All</td>
<td>Aspen East Welcome and Access Center</td>
</tr>
<tr>
<td>Event Visitors</td>
<td>Individual attending an event.</td>
<td>All</td>
<td>Aspen East Welcome and Access Center</td>
</tr>
<tr>
<td>Subcontractor</td>
<td>An individual who accesses Fermilab facilities and resources who are working at Fermilab via a Procurement-managed subcontract with FRA or DOE approved agreement. Subcontractors require subcontractor training to perform work and a Fermilab ID badge. Subcontractors include individuals who consult on behalf of the Laboratory.</td>
<td>New</td>
<td>Aspen East Welcome and Access Center</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Renewing and badge not expired</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Expired Badge</td>
<td></td>
</tr>
<tr>
<td>User / Affiliate</td>
<td>Affiliate: An individual who accesses Fermilab’s non-DOE-Approved User facilities (facilities other than the Fermilab Accelerator Complex) and resources for the purpose of advancing the scientific mission of the Laboratory and whose work generally requires unescorted and/or after-hours access to non-public access areas. Affiliates require safety training, as identified on their individual training needs assessment (ITNA), to perform work, and a Fermilab ID badge and/or access to Fermilab networks or systems. Affiliates can receive payments or reimbursements from Fermilab, which include individuals participating in reviews or committee meetings.</td>
<td>New</td>
<td>Aspen East Welcome and Access Center</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Renewing and badge not expired</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Expired Badge</td>
<td></td>
</tr>
<tr>
<td>Individuals who forget their ID badges</td>
<td>An individual who accesses Fermilab’s DOE-Approved User facilities (Fermilab Accelerator Complex) and resources for the purpose of advancing the scientific mission of the Laboratory and whose work generally requires unescorted and/or after-hours access to non-public access areas. Users require safety training to perform work, and a Fermilab ID badge and/or access to Fermilab networks or systems. Users can receive payments or reimbursements from Fermilab, which include individuals participating in reviews or committee meetings. Users are required to have an NPUA or other FRA or DOE approved agreement.</td>
<td>All</td>
<td>Aspen East Welcome and Access Center</td>
</tr>
</tbody>
</table>