

Welcome to Los Alamos Neutron Science Center (LANSCE)

Upon your arrival, all users **must follow these important steps** prior to reporting to the experimental area.

1. **Los Alamos National Laboratory (LANL) Badge Office at TA-3, Bldg. 261, Ph.: 505-667-6901 to pick up your LANL visitor badge.**

As a central point where badges are issued to employees and official visitors, the Badge Office is located on the second floor of the Otowi Building.

Please be aware, that starting October 2020 you need to be compliant with the REAL ID act to get a LANL badge. Find more information here: www.dhs.gov/real-id

2. **Training Office at LANSCE, TA-53, Bldg. 1, Room B113, Ph.: 505-665-6526 to complete in-house training.**

The Training Office will provide you with the required training to work in the respected experimental areas. If training has been completed, you will be issued your “green sheet” that you will need when checking into LANSCE User Office.

3. **Visitors Desk, TA-53 Bldg. 1, Lobby, Ph.: 505-665-1010 to pick up your dosimetry.**

Please note this is located in the same building as training and it is located right in the front entrance lobby.

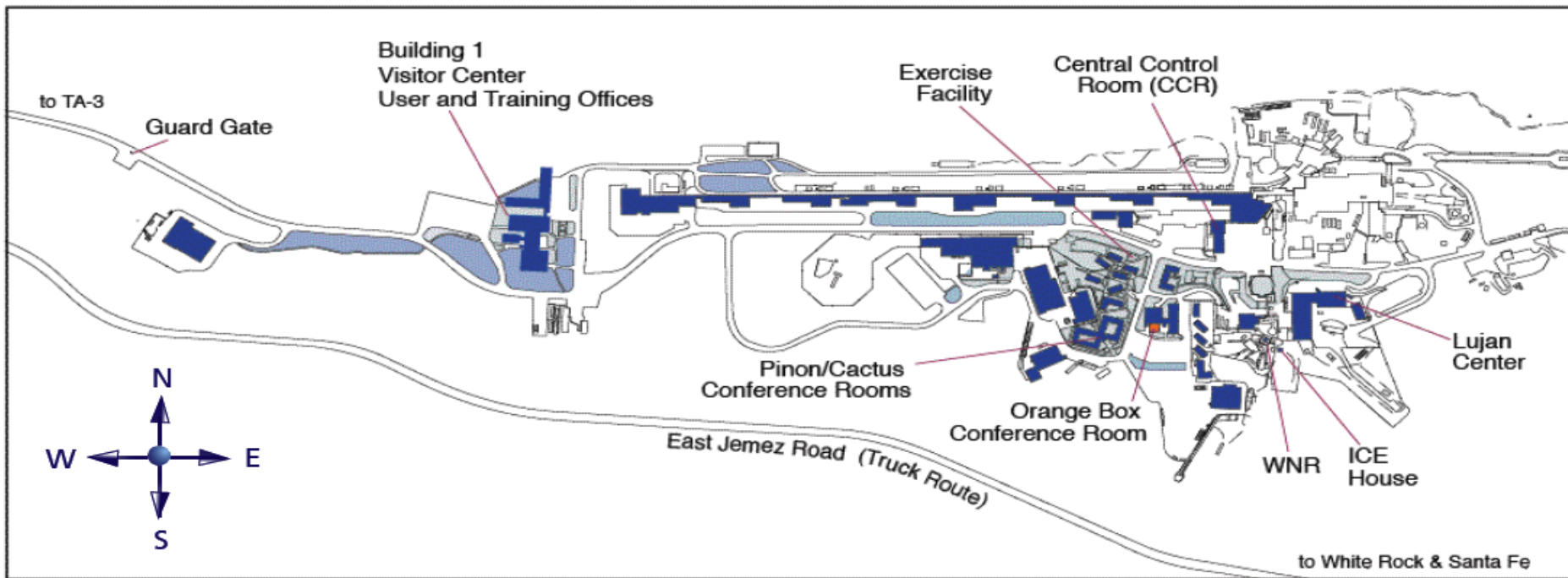
4. **LANSCE User Office, TA-53 Bldg. 622 Lujan Center to check in for your experiment.**

You must check in with Valerie Salazar, Room 218, Ph.: 505-667-6797, cell: 505-500-7713 to receive your Wi-Fi credentials and get checked into the Safety and Sample System.



LANSCCE
 Visitor Center & User Office
lansce-user-office@lanl.gov
 505.665.1010

TA-53 Training Office
 Main Office
TA53training@lanl.gov
 505.665.6256



**Isotope Production Facility
 IPF**
 Main Contact
 505.667.3602

**Lujan Neutron Scattering Center
 Lujan Center**
 Main Office
 505.667.6069

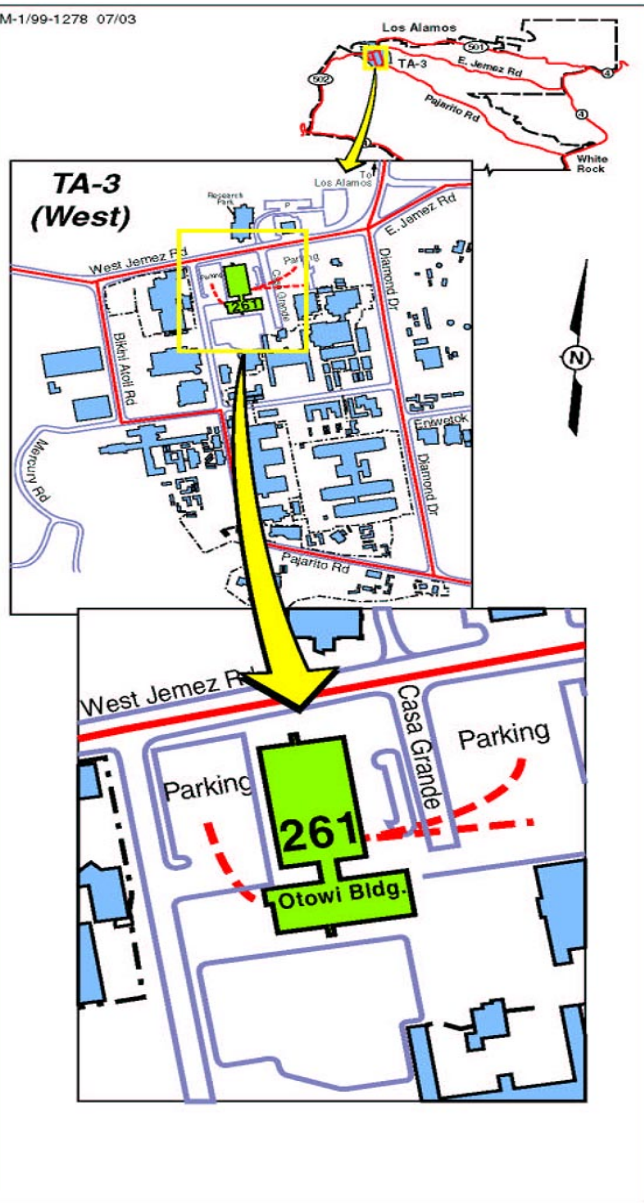
**Proton Radiography
 pRad**
 Main Contact
 505.665.3090

**Ultra-Cold Neutrons
 UCN**
 Main Contact
 505.667.5084

**Weapons Neutron Research
 WNR**
 Main Office
 505.665.5390

Lujan Center
 User Office Administrator
 505.667.5649

WNR
 User Office Administrator
 505.667.6797



BADGE OFFICE ID CHEAT SHEET

The Badge Office is responsible for verifying both the identity and citizenship of every first time badge applicant. Please use the following quick guide to assist you in obtaining the necessary documentation for badging. Please see our [proof of identity](#) and [proof of citizenship](#) pages for more information.

ID Type	Identity	Citizenship
A valid, current US passport	✓	✓
An expired US passport		✓
A valid, current Real ID compliant driver's license	✓	
A federally issued PIV card	✓	
Enhanced driver's license (EDL)	✓	✓
Birth Certificate (Original or State Certified Copy)		✓
Tribal Identification Card		✓
INS-issued US naturalization certificate		✓
Military Processing Record (DD Form 1966)		✓
Report of Birth Abroad of a Citizen of the United States of America (Form FS 240) or a Certificate of Birth (Form FS 545 or DS 1350)		✓

The following will NOT be accepted for the purposes of establishing either identity or citizenship:

- Social Security Cards
- An expired driver's license or a license issued by a [REAL ID](#) non-compliant state

BADGE OFFICE ID CHEAT SHEET

- Any ID or state issued driver's license that states: "NOT FOR FEDERAL USE" (regardless of state compliance with REAL ID)
- Birth Registration documents (church or hospital records)
- International driver's license
- Employer-issued id card (unless the card has been issued by an agency of the US government)
- Global Entry Traveler Card
- Student ID
- PIV-ID issued by a non-Federal government facility

Badge Office Hours

Monday-Friday: 7:00 am – 3:30 pm
 Wednesday: Closed 11:30 am - 1 pm
 Friday: Closed 12:00 pm - 1 pm

Location

Otowi Building (TA-3, Building 261)