

# MEMO Meeting Notes: 18 Mar. 2014 14:00 GMT

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Attending: KL, PMH, CR, VB, SB,

Absent: ABr

Invited:

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## Agenda:

1. Introduction: KL
  2. Notes on previous meeting, status of actions: All
  3. Report/actions from MIPO PMH
  4. Status reports:
    - (a) Operations: SB
    - (b) Physics: VB
    - (c) SW&C: CR
  5. Operations plan Jan to Jun, first cut: SB/All
    - (a) 0406Apr14: 0.8Hz and DAQ commissioning;
      - OK if we have DKsol, D2, proton absorber and DAQ and block-test done;
      - One shifts worth of running;
      - Plan as expert-only activity;
      - MOM team writes MICE Note on results;
    - (b) 2930Jun14: 0.8Hz activation run:
      - 16-hour run with MICE experiment; 16-hours rest, then survey;
      - Plan as MICE test run;
  6. Papers for RLSR and MPB: KL
  7. DONM 01Apr14; 14:00 GMT;
  8. AoB
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## Minutes:

1. Introduction: KL  
Prepare for RLSR/MPB and VC
2. Notes on previous meeting, status of actions: All
  - **SB:** organize a MOM discussion in Warwick in Jan. 2014. – *complete*
  - **KL/VB:** Collaborate on more detailed plan for performance analysis of Steps IV, V and VI before Christmas. – *in progress – remove from actions*
  - **KL:** Liaise with SB to define Operations Parallel asap. – *complete*
  - **SB/MOM:** Design/devise revised operations WWW presence on MICE Mine to adiabatically take over from the MICO page. – *in progress – remove from actions*
  - **CR:** Consider a design for a revision to the MICE WWW page; – *in progress – remove from actions*
  - **SB:** Produce the plan of actions by which we arrive at the various runs in good shape; – *in progress – remove from actions*
  - **SB:** Outline a plan for preparing for the putative field-off run. – *in progress*
  - **CR/VB:** Review organization of alignment/calibration in light of EB comment; – *in progress – remove from actions*
  - **PMH:** Propose revision to C&M organizational structure. – *complete*
  - **KL:** Do MEMO RAL calendar malarkey – *complete*
  - **KL:** Agree and document the MMB responsibility list. – *in progress – remove from actions*
  - **KL:** Remind collaboration of forward planning of operations activity through SB; – *complete*
  - **PMH:** Ensure that survey data from Palin goes to CR – *complete*
  - **CR:** Ensure that survey data is stored appropriately and used in processing; – *complete*
  - **PMH:** Make sure MICE Note documenting survey is produced; – *complete*
  - **CR:** Report to next MEMO the timeline for the use of the survey in processing; – *complete*
  - **KL:** Set time for next MEMO in consultation with SB – *complete*
  - **KL:** Resolve with AN, I. Taylor, Hall Manager and CMacW who is responsible for which areas in the MICE Hall/MLCR and Rack Room 2; – *complete*
3. Report/Actions from MIPO – PMH – see MICEmine page for notes
4. Status Reports
  - SB – Operations
    - New documents: MOM Guidelines/Shift Policy/MOM Authorization

- Discussion of re-casting the MOM role has tacit agreement by collaboration and therefore can be taken as final and made public
- Shift allocation program identified and will be modified by Warwick student for MICE
- SB to discuss with JG on Monday to make initial discussions of operations organisation
- Organise machine physics run – See Operations section 5
- New online run request form in progress
- New documentation under development:
  - \* MOM guidelines
  - \* Expert cover
  - \* Shifts and shift policy
  - \* MOM authorisation and safety policy
- Use deadline of RLSR/MPB Reviews to make documents final and publish
- VB – Physics
  - getting close to wrapping up Step I loose ends
  - reduced  $B_{FC}$  work continues:
    - \* initial currents defined
    - \* results exist for perfect case
  - field mapping errors, monitor current stabilites on PSUs – to be evaluated by Maria
  - Step V vs Step VI - framework established:
    - \* look at types of physics of V and VI
    - \* look at simulations for perfect case comparisons
  - VB is developing table of systematic errors
  - Missing names for tasks:
    - \* configuration manager – candidates: Ryan/Adam
    - \* production manager – candidates: Melissa/???
- CR – Software & Computing (SW&C)
  - continued network issues at RAL due to upgrades in firewall and Atlas
  - grid running of MAUS; hung up on filesaver issue
  - R9 failure: significant problem, enumerate issues/resolutions/documentation
  - New FPGA trigger installation and commissioning
    - \* Yordan at RAL last week
    - \* VME crate power supply failed
    - \* **ACTION: PMH** monitor hardware (code exists to check PS)
    - \* Yordan will bring spare from Geneva
    - \* FPGA board had hardware failure
    - \* testing will be performed at MICE with pulser trigger prior to operation with beam

- Missing names for tasks:
  - \* Ian Taylor is leaving – need online manager (Adey/Smith)
- **ACTION: KL** discuss with D. Wark PPD contribution to DAQ
- Infrastructure – needs work

## 5. Operations

- 4→6 April: 0.8Hz and DAQ commissioning;
  - OK if we have DS, D2, proton absorber and DAQ and block-test done
  - One shifts worth of running;
  - Plan as expert-only activity;
  - MOM team writes MICE Note on results;
- 29→30 June: 0.8Hz activation run:
  - 16-hour run with MICE experiment; 16-hours rest, then survey;
  - Plan as MICE test run;
- shifter and BLOC needed
- planning meeting 2<sup>nd</sup> April
- primary goal of activation run, not much else can occur
- discuss field-off run – likely not to happen; decide 31<sup>st</sup> March

## 6. Papers for RLSR and MPB: KL

### (a) RLSR report

- MEMO not implicated
- contributions due 4<sup>th</sup> April

### (b) MPB report

- MEMO members have lead roles
- need to write contributions – describe roles and progress
- add C&M section

## AoB

- PMH - how to end FC training/mapping
- KL - CR and VB to give KL slides for VC

**DoNM:** 1<sup>rst</sup> April 2014, 14:00 BST – *no kidding*

## Summary of Actions:

- **SB:** Produce the plan of actions by which we arrive at the various runs in good shape
- **SB:** Outline a plan for preparing for the putative field-off run – likely to be cancelled (decision point 31<sup>rst</sup> March)
- **PMH:** develop VME crate monitoring
- **KL:** discuss with Dave Wark support for DAQ