Laboratory Plan

David Rice

Cornell Laboratory for Accelerator-Based Sciences and Education
CLASSE Technical Resources

• CLASSE has the flexibility to carry out parallel programs with ~210 employees (incl. 50 CHESS)

• Accelerator operations group of 18 physicists, engineers, and grad students, & 8 operators.

• Extensive technical support groups with average years of service >19

• Primary work groups:
  • Administrative Services
  • Cryogenic
  • Drafting & Publications
  • Electronic
  • Machine Shop
  • Materials Handling
  • Technician – Mech, Elec, Plumbing
  • Operations
  • Purchasing & Receiving
  • RF/SRF
  • Vacuum
Safety Organization

– Safety Director appointed by Laboratory Director
– Safety Committee composed of long-term employees including technician, engineering, physicist staff.
– Safety Committee responsible for approval of any policy changes affecting safety and promoting proactive safety program.
– New projects / policy changes:
  • Request with safety assessment presented to Safety Director
  • Documents reviewed by small group of experts appointed by Safety Director
  • Review and documents presented to Safety Committee
  • Presentation, discussion, and vote in meeting.
**Program Coordination & Scheduling**

- **Multi-level approach to scheduling**
  1. Operations Director brings about consensus between administrative staff from relevant programs
  2. Meeting of program directors if needed (rare)
- **Minimal overhead in transitions between programs**
  - Change over between accelerator running modes usually less than 1 shift
  - CHESS (high energy) operation benefits vacuum chamber conditioning process.

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Compatibility with other programs

- Several programs being carried out at CLASSE
  - Completion of CLEO-c program (ends 3/31/2008)
  - High Energy Physics:
    - CLEO-c data analysis, CMS, ILC Detector R&D
  - CHESS operation
    - accommodated in schedule – operations technical support staff
  - ERL Phase 1a prototype injector
    - installation complete by February, 2008
    - primarily operations (~6 accelerator physicists & engineers) and occasional maintenance/modifications
    - experimental program through February, 2009
  - ERL detailed engineering
    - proposal to be submitted to continue detailed engineering work for a full ERL
    - work ramping up as Phase 1a is completed
  - Accelerator R&D
    - superconducting RF development
• Cornell has an extensive network of services and departments, >14,000 staff and faculty.

• Most services covered by overhead.
  
  – a few of the more important:
    – Libraries
    – Human Resources
    – Planning, Design & Construction
    – Purchasing
    – Environment, Safety & Health
    – Information Technology
    – Risk Management
    – Campus Police
• Cornell Units:
  – Libraries
    • 18 Libraries on campus
    • Access to E-journals
  – Human Resources
    • Hire/discharge/discipline guidelines and assistance
    • Employee Assistance Program
  – Planning, Design, Construction
    • Maintenance shops – electrical, HVAC, plumbing
    • Construction projects
      – Planning & Design
      – Architectural services
      – Construction contracts
      – Building permits
  – Purchasing
    • Bidding, purchasing contracts
    • Procurement card services
    • e-SHOP online purchasing
    • preferred vendor contracts
• Cornell Units:
  – Environmental Health & Safety
    • Emergency Preparedness – Terrorism
    • Biological Safety
    • Emergency Services
    • Fire Safety
    • General Safety
    • Occupational Health
    • Radiation Safety
    • Chemical & Laboratory Safety (materials disposal)
  – Information Technology
    • Phone, network services
    • Individual computer consulting
  – Risk Management
    • Insurance
    • Claim management
    • Risk assessment and consulting
  – Campus Police
    • Emergency response
    • Police services
Summary

• LEPP is well prepared to carry out the CesrTA program effectively and efficiently with a broad resource base.

• LEPP’s placement in the Cornell University structure provides a wealth of resources to leverage in accomplishing program goals.