

## Charge

- Perform an independent evaluation of CeC-PoP readiness for full-current full-energy commissioning
- Identify actions that are needed for a successful Accelerator Readiness Review in February 2016

Please focus on the following areas:

- Training, procedures, USI document
- Records of past reviews, incidents, actions
- Conduct of Operations procedures
- QA (and other assurance systems)
- Interlocking safety systems
- Controls system
- Conventional safety practices such as LOTO
- Configuration Management of Safety Systems

The following table summarizes IRR Team Members, Focus Areas and Counterparts

Charles Schaefer IRR Team Lead	SAD, ASE, USIs, Activities and Records Counterparts: V. Litvinenko, J. Tuozzolo, E. Lessard
Chuck Gortakowski	Past Actions and Reviews, Quality Assurance, Configuration Management, Documents and Records, CAS, Drawings Counterpart: D. Passarello
Charles Theisen	Controls System Counterpart: TBA
Peter Ingrassia	Conduct of Operations, Commissioning Plan, Commissioning Sequence, Fault Studies Counterparts: L. Hammons, V. Litvinenko, D. Beavis
Charles Schaefer	Alarming and Interlocking Area Radiation Monitors, Interlocking Magnets Counterparts: D. Beavis, J. Reich
Charles Schaefer	Radiation Protection and Fault Study Plan Counterparts: D. Beavis, P. Bergh
Michael Gaffney	Conventional Safety, Cryo and Pressure Safety Counterparts: P. Cernigliaro, L. Hammons
Asher Etkin	Personal Protection Systems: Interlocks for ACS, ODH, Laser, Magnets Counterparts: J. Reich, B. Sheehy
Henry Kahnhauser	Independent Review of Shielding Counterpart: D. Beavis

In addition to using your own professional judgment to review potential issues, the review process should consider:

- Lines of Inquiry ([see General LOIs](#))
- Document reviews
- Counterpart discussions
- Observations

Please report the following action items:

Pre-Start – actions that should be addressed prior to the Accelerator Readiness Review

Post-Start – actions that will not be completed prior to the Accelerator Readiness Review; the IRR team should recommend that these actions be identified to the ARR, and the plan and schedule for completing the actions provided to and discussed with the Accelerator Readiness Review team

Opportunities for Improvement – action that the IRR team believes would significantly enhance the Accelerator Readiness Review process

Please prepare a report as follows:

Contents

- Brief discussion of the Findings and Observations within each area of the IRR
- Brief comments on opportunities for improvement
- Pre-start and post-start action items and opportunities for improvement

Schedule

- Please prepare a draft report within 7 to 11 days following the on-site work
- Please submit the draft to counterparts for factual accuracy and comments
- Please submit the final report to C-AD management within approximately one week after comments received

Thank-you.