

## EXPERIMENTAL READINESS REVIEW CALENDAR

THIS CALENDAR INDICATES A BREAK-DOWN OF ANY SPECIFIC EQUIPMENT REQUIRING SAFETY ANALYSIS, AND AN ANTICIPATED EXPERIMENT REVIEW SCHEDULE. MODIFICATIONS OF THIS CALENDAR SHOULD BE APPROVED BY THE DIVISION MANAGEMENT.

Experimental Hall:

Experiment Number:

Liaison Physicist:

Spokespersons:

Which specific equipment design requires a separate review? (*Design Phase III A-C*)

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**(Note: The specific equipment review committee may request subsequent reviews at completion of equipment fabrication and early commissioning stages, in parallel with this Calendar.)**

Is the equipment sufficiently different from base equipment that a “first” readiness review needs to be scheduled at the design phase before the construction phase starts? (*Design Phase III E*)

- Yes, a “first” readiness review is required
- No, no “first” readiness review required

**(Note: you cannot request a formal “first” readiness review before completion of the safety analysis of specific equipment and obtaining a pass by the review committee.)**

Does the experiment require fabrication of new equipment, or substantial modifications to the base equipment, of such scale that a “second” readiness review needs to be scheduled when fabrication of equipment is completed or near completion, before submitting an experiment scheduling request? (*Preliminary Scheduling Phase V D*)

- Yes, a “second” readiness review is required
- No, no “second” readiness review required

**(Note: After this review, the experiment layout and components are considered frozen, and any design modifications will require a change control, approved by the Division Management)**

Does the experiment require a “third and final” readiness review of the safety of the installed equipment prior to its commissioning and subsequent use with beam? (*Preparation for Running the Experiment Phase VII A-C*)

- Yes, a “third and final” readiness review is required

**(Note: you cannot request a formal “final” readiness review before clearing any issues in earlier review, and submission of near-final drafts of the COO, ESAD, RSAD, Safety Check Lists and Experimental Procedures. Typically, a final readiness review should be scheduled about three-six months before the start of experiment, and include decommissioning plans. Pre-operation checkout of equipment installation and procedures require work control documents.)**