

Memorandum of Understanding

The External Beams Department has taken over the responsibility for the NuMI beamline from the NuMI Department.

Operations is ready to take over the day to day running of the NuMI beamline. The official handover will take place at 1600 Thursday May 12th, at which time External Beam personnel will no longer be on shift.

The Machine Coordinator is Sam Childress, he should be called anytime you don't feel comfortable with the conditions or status of the NuMI Beamline.

We will be provided with an updated call list for all systems.

Beam Permit System (BPS)

False trips caused by clearly bad readbacks, can be reset by the operators. The Machine Coordinator is responsible for seeing that false trips are kept to a minimum.

Trips that can't be easily reset should generate a call to the appropriate system expert, along with the Machine Coordinator.

Beam loss trips in excess of 1 per 8 hours should generate a call to the Machine Coordinator.

If beam loss trips are seen on Radiation Safety Devices (scarecrows), RSO permission is required to reset.

Trips generated in the Main Injector, should be handled by the Main Injector Department.

The EBD Head has delegated to the Machine Coordinator the responsibility to authorize masking BPS channels or making limit changes.

Whenever an approved change is made to 204 module parameters via E40, save file 1414 should be updated by Operations.

Expert file verification via the web page link in the NuMI Elog memopad should be done at least once per shift, and when operations resume following EBD NuMI studies.

Autotune

Autotune should always be running during normal NuMI operations.

Save and Restore

File numbers of 1400 to 1499 are reserved for NuMI.

The 'default' save for NuMI should be used on D1.

The "eXpert" file for NuMI is file 1414 and is protected with the OPERATOR password.

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Whenever an approved change is made to 204 module parameters via E40, save file 1414 should be updated by operations.

NuMI Accesses

Access is permitted to the non-beamline underground areas at MI65 and MINOS. The Mechanical Room requires RSO approval.

Controlled Access to the Beamline Enclosures at MI65 and MINOS requires Machine Coordinator Approval. Mike Andrews has to be contacted to perform the Configuration Control Lockout for controlled access to MI65.

Supervised Access to the Beamline Enclosures at MI65 and MINOS requires Machine Coordinator Approval. Mike Andrews has to be contacted to perform the Configuration Control Lockout for supervised access to MI65. RSO will need to be contacted to have a radiation survey performed.

Studies

When studies are performed by the External Beams Department, they will notify us and then assume control of the beamline during the studies period. They will return control back to us when the studies are complete and the beamline is restored to a normal beam running mode.

Logbook

All trips of the BPS should be recorded in the MCR logbook.