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| Date07. 09. 2018 |  |  |
| 1- Parallel operation of SASE3 and 1 DescriptionIt is still not clear whether the SASE1 and 3 beam delivery in parallel is possible. This is possibly endanger the Operation schedule until October. Tests with the fresh bunch technique are being performed now. | ActionT. Tschentscher will distribute updates when availableResult/decisionTests being done. So far the situation is not promising, since the reduction of the intensity in SASE3 with the electron beam being kicked is only 5. Tests continue. TT will take care of the communication between SASE3 instruments and the Accelerator people to fine tune the schedule for the next tests.To be discussed after SASE3 gets beam again. | WhoTT |
| **2- Smoke extraction test for the tunnels** DescriptionThere is the need to perform smoke extraction tests (like done in XHEXP a while ago). Several groups are concerned about smoke containing hydro-carbons affecting vacuum and optics parts already installed.  | ActionSRP will check and look for optimal slot (possible in Sep/Oct sh.down).Needs to be done in one of the tunnels. Once the offer is there SRP will make a proposal for the date.Result/decisionTo be discussed with the authorities whether the test can be done in an empty tunnel.07.09.: Procurement process ongoing. | WhoSRP |
| **3- Work with InGa Mirrors and CRLs**DescriptionOpening the vessels after the components have seen beam is dangerous. May need to look at risk assessments for work with In-Ga (SCS mirror) and be in CRLs (XTD6).  | ActionSRP to drive the process to revise the assessment and have a procedure in place.Result/decisionSPB will open the CRL in January 2019. Before that procedure has to be revised. | WhoSRP |
| **4- SASE3 operation stopped**DescriptionIf the bender of the M2 mirror is used the beam can be focused on the shutter and damage it. This is a safety relevant issue that prevents SASE3 from getting beam.  | ActionInterlock definitions related to the gas attenuator are being implemented. Before closing the shutter the attenuator has to be filled with 1 mbar of gas in order to attenuate the beam (approx. factor of 1000 needed for current energies). On Thursday a test also with D3 will confirm whether the solution works and the issue is closed. Result/decision31.08. The interlock definitions were implemented and the test with D3 was performedand succesfull, but only w/o beam. A new test with beam has to be made, plus additional meetings are needed to clarify whether these tests will be sufficient to get the beam permission, since this is not yet clear. TT and HS will follow up on that.07.09.: * D3 realized that the safety measures implemented so far are not sufficient. The definition of the requirement and the procedures to allow beam back in SASE3 are being clarified. It takes time and it is currently unclear for how long. Probably until beginning of October. Next week there will be a meeting with W. Clement and the involved scientific and technical groups.

 * It is reported from AE that it is not clear what interlock definitions have to be implemented and who has to do what. To this aim, a meeting should be organized by HS to clarify that.
 | WhoTT/HS |
| **5- Feedback systems X-Ray optics**DescriptionActive feedbacks system has to be implemented to improve beam stability, e.g. correct drifts. Many groups have to be involved (XPD, XRO, Experiments, …)  | ActionJ. Gruenert will coordinate the joint effort. Result/decision07.09.: Discussion started. It is not possible to simply copy the concept prototype that FXE has. Requirements for the general case have been discussed with CAS and XRO. CAS is analyzing how to implement the concept and on which time scale.  | WhoJG |
| **6- Interlock independency SASE1/3**DescriptionWith the fresh bunch technique foreseen to be used for the simultaneous operation of SASE1 and 3 the interlock conditions concepts have also to be made independent and revised.  | ActionIssue has to be discussed and technical solutions have to be found after SASE3 gets beam permission again. Result/decisionComment by CY: "The functionality weaknesses of the existing MPS h/w and s/w must be reviewed with the aim of identifying upgrade and replacement requirements needed to arrive at a reliable and correct solution. This task requires a high degree of technical competence and should be driven by AE and CAS groups" A responsible person has to be identified.07.09.: AE and CAS have to be and will be included. In fact, discussion already started involving A.Silenzi and N.Jardon.  | WhoTT/HS |
| **7- Script to allow users to change the optical laser pattern**DescriptionSometimes the script does not work because the list of the permission that a specific user has in DOOCS is too long.  | ActionThis can be in principle be fixed with a DOOCS update but this will not be likely to happen before December.  Result/decision07.09.: T. Jezynski tries to check again with the DESY guys whether is possible to get an update sooner. | WhoTJ |
| **8- OCD MEA**DescriptionAn on call duty is foreseen by the group MEA, but XFEL is not yet included.  | ActionXFEL needs to be included since problems like blown fuses of the interlock electronics during the user operation will need MEA to be fixed. Result/decision07.09.: Discussions have to take place. | WhoTT |
| **9- Installation of M3 in XTD6**DescriptionAccess to XTD6 via XS3 is required for mirror insertion as HMONO grouting epoxy is toxic and this tunnel section may not be free access. | ActionCY will contact HS on Monday to find a solution. Result/decision | WhoCY/HS |
| **10- Parameters lost after PLC updates and notifications about Loops updates time windows.**DescriptionPLC parameters are not properly stored and cannot be retrieved after PLC updates. In addition, communication about loop update is reported not to be efficient. | ActionGroups experiencing problems have to contact AE/CAS to find a solution for the specific case.If more communication is needed, the dispatch meetings on Mondays and Wednesdays have also to be used. Result/decision | WhoUsers groups/AE/CAS |