

Draft Day 1

time	Room A	Room B
10:45-12:00	Arrival, Introduction and Group activity	
12:00-13:00	Lunch	
13:00-14:00	Plenum Operational aspects (Support concepts and teams)	
14:00-14:15	Break	
14:15-15:45	Group I operational (harmonization of instruments, control concepts)	Group II operational (daily business, local contacts, scheduling)
15:45-16:15	Coffee Break	
16:15-17:00	Presentation of the first results	
17:00-17:15	Break	
17:15-18:15	Plenum Communication	
18:30-19:30	Dinner	

Bus leaving DESY at 09:00

Draft Day 2

time	Room A	Room B	Extra Room
8:45-10:30	Group I (communication within our organization)	Group II (communication outside our organization, users, and public)	
10:30-10:45	Break		
10:45-11:30	Presentation of the group results		
11:30-11:45	Break		
11:45-12:30	Plenum Science/Strategy		
12:30-13:15	Lunch		
13:15-14:30	Group I (inhouse research)	Group II (alternative proposal schemes)	Engineering Meeting
14:30-15:15	Presentation of the group results		
15:15-15:30	Coffee break		
15:30-16:15	Summary of the engineering meeting, Summary of retreat and adjourn		

Bus leaving Reinstorf at 16:30