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| european-xfel-logo-497x497 | Technical Meeting |
| Meeting Minutes |

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| Chair | Tobias Haas | Date | 20 January 2012 |
| Location | AER19/2.26 | Time | 9:00 |
| Attendees | Christian Bressler, Martin Dommach, Jan Grünert, Tobias Haas, Sigrid Kozielski, Markus Kuster, Max Lederer, Adrian Mancuso, Jochen Metzen, Michael Meyer, Serguei Molodtsov, Joachim Schulz, Andreas Schwarz, Harald Sinn, Thomas Tschentscher, Chris Youngman | | |
| Absent |  | | |
| Distribution | Christian Bressler, Martin Dommach, Jan Grünert, Tobias Haas, Sigrid Kozielski, Markus Kuster, Max Lederer, Anders Madsen, Adrian Mancuso, Jochen Metzen, Michael Meyer, Serguei Molodtsov, Joachim Pflüger Carola Schulz, Joachim Schulz, Andreas Schwarz, Harald Sinn, Thomas Tschentscher, Chris Youngman | | |

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| Item 1 | Old Action Items |

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| Topic | Media distribution on hall pillars | | |
| Description | Media distribution on hall pillars is currently shown to extend all the way to the hall floor. Is this correct? | | |
| Action | Find out more details about media distribution on Pillars | | |
| RESULT | The situation shown in the 3D model is only a placeholder. Interface points for power, water, air and networks have been defined for the TGA planning by TC. The actual distribution to the instruments and the hutches has to be planned by the instruments together with the Technical Group. The distribution can happen from above and will be done by WP34/MKK. | | |
| STatus | Closed | | |
| Who | T. Haas | When | 20 January 2012 |

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| Topic | Laser pick up in SCS | | |
| Description | Where is the laser pick up point in SCS? | | |
| Action | Define the laser pickup point in SCS | | |
| RESULT | A new layout for SASE3 with the laser pickup point defined was presented. It can be found attached to these minutes and in the INDICO and ALFRESCO systems | | |
| STATUs | Closed | | |
| Who | S. Molodtsov | When | 20 January 2012 |

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| Topic | DAQ and Control racks | | |
| Description | Layout for DAQ and Control racks needs to be defined and integrated into instruments. | | |
| Action | Produce a first layout for DAQ and control racks. | | |
| status | Open | | |
| Who | C. Youngman | When | 3 February 2012 |

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| Topic | Beam line separation for SASE 3 | | |
| Description | Increasing the separation of the SQS beam line in SASE3 may be possible | | |
| Action | Find out what the limitation and risks are of increasing the beam line separation for SQS | | |
| RESULT | H. Sinn presented that increasing the separation is possible at added cost but it increases the risks and reduces optical quality. The final decision on this issue still requires discussions between S. Molodtsov, the instrument scientists and H. Sinn | | |
| Status | Open | | |
| Who | H. Sinn/S. Molodtsov | When | 3 February 2012 |

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| Topic | Experiment Interlock in XHEXP1 | | |
| Description | What system will be used for the experiment interlock system and who will plan/build it. | | |
| Action | Clarify who will be responsible for the hutch/instrument interlocks | | |
| RESULT | WP38 is planning and implementing the radiation interlock. Cost for this is allocated in the WP38 budget. This does not cover laser interlocks. | | |
| Status | Closed | | |
| Who | T. Haas | When | 20 January |

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| Item 2 | Labs in XHQ |

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| Presenter | T. Haas | Time |  |

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| Topic | Labs in XHQ | | |
| Description | The lab planners have sent a list of questions with respect to our current requirements list. | | |
| Action | Circulate the list with all information and answer the questions | | |
| Who | All | When | 27 January |

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| Topic | Common labs planned by WP79 | | |
| Description | The list of labs planned by WP79 was specified. This includes labs not yet foreseen in the requirements list. Details in the attached presentation. | | |
| Action | Consolidate requirements for common labs and specify requirements for new labs | | |
| Who | C. Schulz | When | 27 January |
|  | Next Meeting: 3 February 2012 | | |