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

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| Chair | Tobias Haas |  Date | 30 March 2012 |
| Location | AER19/2.26 |  Time | 9:00 |
| Attendees | Andrew Aquila, Adrian Mancuso, Tobias Haas, Harald Sinn, Chris Youngman, Nicola Coppola, Andreas Schwarz, Niko Saaristo, Christian Bressler, Anders Madsen, Max Lederer, Michael Meyer |
| Distribution | Andrew Aquila, Christian Bressler, Nicola Coppola, Martin Dommach, Jan Grünert, Jens Buck, 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  | Lab Access |
| Description | Labs should have doors to the outside to move in bulky pieces of equipment |
| Action | Include doors to the outside in the floor plan where possible |
| status | Open |
| Who | J. Metzen | When | 13 April |

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| Topic  | All labs |
| Description | Are all labs requested actually included in the floor plan |
| Action | Circulate floor plan and current state of lab list and check plan against list |
| status | Open |
| Who | C. Schulz/J. Metzen | When | 13 April |

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| Topic  | Power in the SPB Optics Hutch |
| Description | The power requirements in the SPB optics hutch needs to be specified |
| Action | Write down power in the optics hutch |
| status | Open |
| Who | A. Aquila |  | 13 April |

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| Topic  | Consistency of power numbers |
| Description | Need to check that the power numbers from A. Aquila and C. Youngman are consistent. |
| Action | Compare A. Aquila’s and C. Youngman’s power numbers |
| result | A meeting has been scheduled between A. Aquila and C. Youngman for 28 March to sort out this topic. |
| status | Open |
| Who | A. Aquila/C. Youngman |  | 13 April |

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| Topic  | DAQ and Control needs |
| Description | The DAQ and control needs need to be estimated for all instruments |
| Action | SPB will be used as a model for the hard X-ray beam lines. SQS will be evaluated next in order to also get a reasonable estimate for the soft X-ray beam lines |
| status | Open |
| Who | M. Meyer/C. Youngman |  | 13 April |

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| Topic  | Rack Placement/Cable Lengths |
| Description | The racks should be placed such that the cable lengths requirements can be satisfied |
| Action | The planning will proceed under the assumption that the racks will be placed on top of the instrument hutches:* This is the only way the cable lengths requirements can be met.
* It also saves space on the floor.
* Interference with the cranes will be minimized by placing the racks between the pillars.
* A gallery walkway along the foreseen media route will be planned and put into the model
* Hatches in the hutches (ca. 3 x 5 m) will be included in the craneable area.
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| result | A first 3D model with racks on top of the SPB instrument hutch was shown |
| status | Closed |
| Who | N. Saaristo/T. Haas |  | 13 April |

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| Item 2 | Experimental Hall Floor |

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| Presenter | H. Sinn | Time |  |
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| Topic  | Beamport Allocation |
| Description | The beam port allocation of FXE and MMM may need to be reviewed |
| Action | The pros and cons of switching FXE and MMM on the respective side beam lines is to be reviewed by:* Making a 3D model of a mirror-imaged assignment in order to identify space problems
* Discussing the advantages and disadvantages for FXE on the two respective beam lines

A decision on the beamport allocation will be taken during the next Technical Meeting |
| status | Open |
| Who | T. Haas, C. Bressler, H. Sinn, T. Tschentscher |  | 13 April |

Next Meeting: 13 April 2012 |