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

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| Chair | Tobias Haas |  Date | 11 April 2012 |
| Location | AER19/2.26 |  Time | 9:00 |
| Attendees | Andrew Aquila, Tobias Haas, Harald Sinn, Chris Youngman, Nicola Coppola, Christian Bressler, Anders Madsen, Max Lederer, Michael Meyer, Thomas Tschentscher, Nadja Reimers, Sigrid Kozielski, Andreas Galler, Max Lederer, Serguei Molodtsov, Markus Kuster, Johannes Prenting, Norbert Meyners, Iris Gehrmann, Lutz Lilje |
| Distribution | Andrew Aquila, Christian Bressler, Nicola Coppola, Martin Dommach, Andreas Galler, 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, Johannes Prenting, Norbert Meyners, Iris Gehrmann, Lutz Lilje, Jens-Peter Jensen |

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| Item 1 | Old Action Items |

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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 |
| result | The work has started. First results are expected in the next meeting |
| status | Open |
| Who | M. Meyer/C. Youngman |  | 25 May |

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| Topic  | SPB power and ventilation requirements |
| Description | The numbers for power and ventilation requirements for SPB are now fairly solid |
| Action | The numbers need to be reviewed by TC for * Consistency
* Necessary safety factors
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| status | Open |
| Who | T. Haas/C. Youngman/A. Aquila |  | 25 May |

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| Presenter | T. Haas | **TIME** |  |
| Topic  | Relevant comments to XHQ plan for planning phase 1 |
| Description | The comments that are relevant for the current planning phase (phase 1/feasibility study) need to be incorporated. |
| Action | Update current planning and present results on 25 May |
| resut | The planning is delayed. The public presentation is shifted to 15 June |
| status | Open |
| Who | C. Schulz/T. Haas |  | 15 June |

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| Topic  | Placement of hutches with flipped beam port allocation for FXE |
| Description | The precise placement of the hutches with a flipped FXE beam port allocation still needs to be worked out. |
| Action | A proposal will be made by M. Lederer that satisfies the laser hutch requirements |
| result | The proposal was presented. It is labeled 28/4.1 (see meeting agenda). In this proposal the footprint of the laser hutch is narrower and longer. This has consequences for other instrument areas, as the footprint of the laser hutches will be different in the different areas. This is seen as a disadvantage. |
| status | Closed |
| Who | M. Lederer |  | 11 May |

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| Topic  | Cost of instrument infrastructure |
| Description | The different parts of the list of instrument infrastructure are assigned to different budgets  |
| Action | Further refine numbers and find out where the budget for hutch infrastructure has been allocated in the financial planning  |
| result | The current numbers for the TS budget will be incorporated into the bottom-up financial planning after cross checking the numbers with J. Spengler |
| status | Open |
| Who | T. Haas//M. Kosemund |  | 25 May |

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| Item 2 | Experimental Hall Floor |

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| Presenter | T. Tschentscher | Time |  |
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| Topic  | Placement of hutches with flipped beam port allocation for FXE for SASE1 |
| Description | The precise placement of the hutches with a flipped FXE beam port allocation still needs to be worked out. |
| Action | T. Tschentscher will discuss the layout with respective scientists and also S. Molodtsov and present the result. |
| status | Open |
| Who | T. Tschentscher |  | 8 June |

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| Item 3 | Installation Schedule |

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| Presenter | S. Cunis | Time |  |
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| Topic  | Status of Installation Planning in the XTDs and XHEXP1 |
| Description | The current status of the installation planning was presented and put up for discussion. A number of issues were identified:* Are the dates for the infrastructure installation in SASE1 in the PIT consistent with MKK planning?
* Are the current dates planned for Undulator installation in SASE3 too late (after the closing of the tunnels)?
* H. Sinn assumes that SASE3 will be the first beam line that WP73 finishes. Is this correctly in the PIT? Is this reasonable?
* Can the infrastructure in the balcony rooms be made available early enough so that WP76 can provide the DAQ infrastructure for the WP73 technical commissioning?
* When does WP73 actually need the DAQ infrastructure?
* What is meant by the current mile stone “Tunnel closed’?
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| Action | Meet with WP leaders (WP34, WP73, WP76, WP74 first) to clarify above points and cross check the plan  |
| status | Open |
| Who | S. Cunis |  | 8 June |

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Next Meeting: 25 May 2012 |