

## Mandate of the Commissioning Coordinator and the Commissioning Task Force

The commissioning of the LHCb detector will commence with sub-system commissioning beginning of 2006, the global commissioning will start in December 2006 and will continue up to and including the pilot run of LHC. In order to get the detector ready for data taking in time, a continuous and coordinated effort of all sub-systems<sup>1</sup> will be required. To this aim a Commissioning Coordinator shall be nominated who, with the assistance of a Commissioning Task Force, will be responsible for achieving this goal.

The **Commissioning Task Force** is composed of representatives of the sub-systems who are appointed by the project leaders and represent their sub-system in the Task Force. Further members will be added according to specialities and needs.

The **commissioning task** consists of three aspects:

1. Defining the mode of operation for data taking, and identifying, producing, implementing and testing all the tools necessary for this operation;
2. Commissioning the sub-systems;
3. Preparing the detector for steady data taking, through global commissioning, including the pilot run.

The development of the various software tools and components should take place within the Online, Computing, Trigger and the various sub-detector projects; the Commissioning Task Force will define the guidelines for the implementation and act as the mediating body towards all sub-systems to ensure timely implementation of all required components necessary for the commissioning.

The **Commissioning Coordinator** is in charge of the coordination of the commissioning of the LHCb detector and chairs the Commissioning Task Force. He/she is nominated by the LHCb management, is a member of the Technical Board and reports to the management. The mandate of the Commissioning Coordinator comprises the following tasks:

- Develop the general concept, e.g. start-up procedures, different running modes, and identify necessary tools;
- Define requirements for the tools and ensure that they are implemented by the relevant sub-systems in a coordinated manner;
- Coordinate the work schedules for commissioning of the different sub-systems;
- Establish a work schedule for, and run the global commissioning, ensuring that the necessary software components are implemented and commissioned in time in the general framework;
- Organize the pilot run, and validate the detector running procedures during the pilot run;
- Prepare the training of shift crews and SLIMOS's<sup>2</sup>, paying particular attention to all safety aspects.

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<sup>1</sup> Sub-system is used here to refer to both the hardware (sub-detector) and software-related projects.

<sup>2</sup> Shift Leader In Matters of Safety