HEC New Action Items
Status 7.7.1999

Schedule of Cold Tests of Modules at CERN

- The cold tests of modules in the HEC cryostat at CERN will become a time critical element. An advance scheduling is necessary. Each test should consist of four modules. At most three modules of one kind (HEC1 or HEC2) can be accomodated during one test.
  - Requests for cold tests:

Date	Lab	Type
Nov.99	MPI	2 F + 2 R
Jan. 00	JINR	3 F
	IHEP	2 R
Feb. 00	TRIU	3 F
	MPI	2 R
	IHEP	2 R

  - A detailed scheduling to be done during the Oct. LARG week.

NIM Paper

- Three chapters are still missing.
  - The responsibles to provide them by end of August.
- Author list: It was agreed to accept the names of technical people who have made a major contribution to the HEC.
  - Each lab to provide its author list to P.Schacht
  - C.Oram to clarify which Canadian institutes should sign.

HEC New Action Items
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Materials which failed QC Tests

- It was discussed what to do with materials which marginally did not pass a QC test, but which according to the opinion of its owners could still be used. It was agreed that a unified procedure should be established.
  - C.Oram and H.Oberlack were asked to propose such procedure.

HEC Action Items Still Open
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- Lifting beams:
  - TRIUMF to send one lifting beam to CERN.

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- CU material:
  - R.Langstaff and A.Moiseev to correlate the different standards for yield strength in Russia and in the West.

    Work was reported as started in May, no progress since.

- Lar purity of cleaning process for CU plates :
  - Each CU plate production site to provide a small CU slug

    (1*1*2 cm**3) with two typical, small holes with cleaning agent to Mainz for purity measurement.

    Status: Alberta did send a piece, no result yet.

    The convenors insist:

    Dubna, Molniya and Protvino to send a piece each by end of July 99 to Mainz.

- Reporting procedures on wastage of materials
  - In order to control the wastage of materials during production, all wastage should be put into the weekly/biweekly reports.

    Status: Only partially done.

HEC Action Items Still Open
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- **Capacity measurement** with 100 kHz instead of 1 MHz:
  - ✔ The goal of the measurement is to recognize unconnected pads. The QC document requires measurements with 1 MHz, the typical frequency of our signal read-out.
  - The groups who want to measure with 100 kHz have to demonstrate that their measurement identifies unconnected pads.
  - L.Kurchaninov started theoretical work.
  - TRIUMF and MPI will test experimentally.
  - TRIUMF to analyze capacitance measurements of modules at home lab and at CERN.

    Report in October HEC meeting.

- The **QC documents** of all institutes are to be distributed to the other labs for approval.
  - Alberta and Dubna are seriously asked to submit their QC document to all institutes.

    The convenors insist that this be done before end of July 99.

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Commissioning of assembly and production sites

- Sites which started module board production will be commissionned by at least one other HEC lab:

Alberta	by MPI	(10/99)
Dubna	by MPI + TRIUMF	(10/99)
Lebedev	by MPI + TRIUMF	(10/99)
Munich	by TRIUMF	(8/99)
Protvino	by MPI + TRIUMF	(10/99)
TRIUMF	by MPI	(10/99)

ATLAS QC data base:

- A proposal of the content of HEC quantities has to be prepared.
  - The QC coordinator M.Wielers to prepare a proposal and distribute by E-mail within the HEC community.

Logistics of HEC installation in B180

- R.Langstaff, M.O'Neill, H.Oberlack, C.Oram to come up with a first draft for July LARG week.

  Status: M.O'Neill presented a first layout to the subgroup. Feedback was given. In E-mail exchange the plan will be expanded further.

  To be presented at the next meeting in October.

HEC Action Items Still Open
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Approval Procedure for Modules at CERN

- An updated version of the proposal for QC of modules at CERN was presented and discussed during the meeting.

- The approval procedure for modules which undergo the final cold testing at CERN should be based on this proposal. The final monitoring should be done with the help of `neutral' people who are not from the lab which produced the modules. It has to be decided what to do with modules which fail the tests at CERN.

  - A group of 5 people (S.Chekulaev, M.Kazarinov, C.Oram, P.Schacht (chair), A.Snesarev) to come up with a proposal

Design Review of Wheel Assembly and Rotator

- Two reviews will be held:
  - Overall review with a view to get general agreement from all parties concerned. C.Oram will organize the review on 14.10.99 at CERN
  - Final design review inJanuary 00.
    C.Oram will organize the review.