

LSU/CAMD Procedure	Doc. ID:	OP-PR-0015.001.doc
Begin Shutdown	Date:	2000/12/08

To eliminate the possibility of going into a state of operations when people may be working on ladders or in the ring, the following SOP's are required of every shutdown. A shutdown is defined as a period wherein there are no accelerator operations. This procedure is in effect for all scheduled shutdowns and for non-scheduled shutdowns lasting more than 24 hours.

1. The accelerator staff must inform the CAMD staff of a shutdown via e-mail. In the case of a scheduled shutdown this notification should be sent no later than 48 hours prior to the scheduled shutdown.

2. The accelerator staff or designate shall pull the gun and modulator keys from Linac cabinet U10 and shall give them to the RSO or RSO designate (CAMD Director or Scientific Director).

3. To prevent energizing magnets during a shutdown the accelerator staff or designate shall pull the magnet test key (RF permit) and give the key to the RSO or RSO designate (as described in item 2). All magnet tests must be announced.

4. The accelerator staff or designate shall pull the RF test key (Magnet permit) and give the key to the RSO or RSO designate.

5. Individuals performing work on the Ring or Linac interlock systems during a scheduled shutdown must give the Linac A and Ring A permit keys to the RSO or RSO designate. Further, they must inform the RSO when work has been completed and the Linac and Ring are available for re-commissioning. They must also inform the accelerator staff so that time may be allotted for interlock re-commissioning during the scheduled shutdown period.

Date of checklist completion

Signature of responsible person

Authorization:

F. Josef Hormes

Date

Benjamin Craft III

Date

Marie-Lorraine Marceau-Day

Date