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C-A OPERATIONS PROCEDURES MANUAL

7.1.61 OPERATIONS CALL IN

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Hand Processed Changes

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Approved: _____ *Signature on File* _____
Collider-Accelerator Department
Accelerator Division Head
Date

S. Sakry

7.1.61 Operations Call In

1. Purpose

- 1.1 To provide guidance to the Shift Supervisor, on who is to be notified when assistance is required for problems that go beyond the scope of the operating shift.

2. Responsibilities

- 2.1 The Shift Supervisor, in accordance with this procedure, will determine when additional guidance/support is required for cryogenic operations.
- 2.2 The Shift Supervisor must notify the Main Control Room (MCR) of major problems, or any conditions that would impact the operation of the accelerator or experiments, in accordance with [C-A OPM 2.12.1, "Communication of the Cryogenic System Status to the Operations Coordinator."](#)

3. Prerequisites

None

4. Precautions

None

5. Procedure

Note

Occurrences must be reported in accordance with [C-A OPM Chapter 10](#).

- 5.1 The names and phone numbers of the Cryogenics personnel are listed in [Attachment 7.1.61.a](#). This listing, as well as listings for other C-AD groups, can be found on the C-A Department web page (this page can only be viewed from behind the firewall).

5.2 RHIC

- 5.2.1 If helium is vented, or if for any reason the Cryogenic Group has interrupted, or is preventing operation of the accelerator or experiments, the Cryogenic Operations Group Leader must be notified.

- 5.2.2 If operations are to be interrupted for three hours or more, notify the Cryogenic Group Section Head.
- 5.2.3 If a significant change to a cryogenic system is being considered, the Cryogenic Operations Group Leader must be contacted for guidance. Contact is to be made before system changes, if at all possible.

Examples:

- a. Stopping cooling to ring or an experiment for extended period of time.
- b. Abandoning a problem turbine or adsorber in favor of cooling down another from ambient temperature.
- c. In general, any decision that involves a significant change in the configuration of a cryogenics system.

Operations Group Leader Call Down List (Call in Order Listed)

- 1. Operations Group Leader
 - 2. Systems Support Specialist
 - 3. Mechanical Technical Supervisor
 - 4. Mechanical Engineering Group Leader
- 5.2.4 If the problem is of a lesser degree, but still requires operational assistance at the Shift Supervisor level, (such as, restarting systems following a power dip), the following call list shall be used:
- 1. Systems Support Specialist
 - 2. Mechanical Technical Supervisor
 - 3. Off Duty Shift Supervisor
- 5.2.5 If additional mechanical technician support is required, the Shift Supervisor will contact the Mechanical Technical Supervisor, and/or use the shift schedule to determine the appropriate technician to call.
- 5.2.6 If additional electronics technician support is required, the following call list will be used:
- 1. Electronics Technical Supervisor
 - 2. Alternate Electronics Contact
 - 3. Off Duty Electronics Technician

5.2.7 If system controls support is required, the following call list will be used:

1. Controls Expert
2. Alternate Controls Expert

5.2.8 If personal computer (PC) support is required, the following call list will be used:

1. PC Expert
2. C-AD Computer Support

5.3 E931 Experiment

5.3.1 If Cryogenic Group has interrupted, or is preventing operation of the experiment, (except for routine adjustments), the Cryogenic Operations Group Leader must be notified.

5.3.2 If a significant change to a cryogenic system is being considered, the Cryogenic Operations Group Leader must be contacted for guidance. Contact is to be made before system changes, if at all possible.

Operations Group Leader Call Down List (Call in Order Listed)

1. Operations Group Leader
2. Mechanical Technical Supervisor
3. Mechanical Engineering Group Leader

5.3.3 If operations are to be interrupted for three hours or more, notify the E931 BNL Experimental Liaison. If the Liaison is not available, notify MCR.

5.3.4 If additional mechanical technician support is required, the Shift Supervisor will contact the Mechanical Technical Supervisor, and/or use the shift schedule to determine the appropriate technician to call.

5.3.5 If additional electronics technician support is required, the following call list will be used:

1. Electronics Technical Supervisor
2. Alternate Electronics Contact
3. Off Duty Electronics Technician

5.3.6 To obtain additional assistance for the cryogenic system on the E931 experiment, contact the appropriate individuals from the following list:

Engineer: Cognizant Engineer
Control System: RHIC Alternate Controls Expert

5.4 G-2 Experiment

5.4.1 If Cryogenic Group has interrupted or is preventing operation of the experiment, the Cryogenic Operations Group Leader must be notified.

5.4.2 If a significant change to a cryogenic system is being considered, the Cryogenic Operations Group Leader must be contacted for guidance. Contact is to be made before system changes, if at all possible.

Operations Group Leader Call Down List (Call in Order Listed)

1. Operations Group Leader
2. Mechanical Technical Supervisor
3. Mechanical Engineering Group Leader

5.4.3 If additional mechanical technician support is required, the Shift Supervisor will contact the Mechanical Technical Supervisor, and/or use the shift schedule to determine the appropriate technician to call.

5.4.4 If additional electronics technician support is required, the following call list will be used:

1. Electronics Technical Supervisor
2. Alternate Electronics Contact
3. Off Duty Electronics Technician

5.4.5 If operations are to be interrupted for three hours or more, notify the G-2 Experimental Liaison. If the Liaison is not available, notify MCR.

5.4.6 To obtain additional assistance for the cryogenic system on the G-2 experiment, contact the appropriate individuals from the following list:

Engineer: Cognizant Engineer
Control System: RHIC Alternate Controls Expert

6. Documentation

None

7. References

7.1 [C-A OPM Chapter 10.](#)

7.2 [C-A OPM 2.12.1, “Communication of the Cryogenics System Status to the Operations Coordinator.”](#)

8. Attachments

8.1 [C-A OPM 7.1.61.a, “Cryogenic Call-In List”](#)