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| Charge for Installation Readiness Review (IRR) for the ion source HV safety fence |
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# meeting place and date

Meeting place: ESS Site, Lund, Sweden

Meeting date: 2018-04-03

# Purpose of thE IRR

The high voltage (HV) safety fence is a deliverable from WP3 to ensure a safe operation of the ion source with respect to the high voltage and radiation hazards.

The objective and purpose of this IRR is to evaluate if this system is ready to be installed by looking at the integration into the accelerator tunnel, the installation procedure, the area coordination, and the supporting personnel. The review also assesses the initial reports of fabrication, and FAT.

# Deliverables for this IRR

The contents of the IRR data package shall be provided to the IRR reviewers no later than 1 (one) working week before the review. As a minimum, the IRR data package shall contain the Work and Safety Coordination Plan (WSCP), a 3D model, and drawings of the HV safety fence.

The agenda of the review meeting will be communicated to the Parties no less than 1 (one) working week before the review meeting.

# Charge to the Committee

The Review Committee is composed by:

Edgar Sargsyan Section leader Front End and Magnets

Michael Plagge Occupational Health & Safety Engineer

Dennis de Wit Area coordinator G01 (Accelerator tunnel)

Olle Lagerblad Installation coordinator

The Review Committee is asked to undertake the following tasks:

1. REVIEW: The Review Committee is asked to scrutinize and assess the deliverables, presented via the talks at the IRR.

2. ANSWER: The Review Committee is asked to answer the questions listed in Appendix 1.

3. DECIDE: The Review Committee is asked to decide if the installation procedures, installation equipment, supporting personnel are ready for installing the elements, components and assemblies of the HV safety fence in its final position.

The decision should have one of the following forms:

– Approved, without qualifying comments or further actions.

– Approved, but with recommended actions.

– Not approved, but with recommended further actions and inputs, and with a proposal for a follow-on review.

4. REPORT: The Review Committee is asked to document its decision and recommendations on any specific actions and inputs in a short report to be delivered as soon as possible after the IRR.

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| Appendix 1  **HV safety fence IRR Charge Questions** |
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1. Have all the activities related to preparing to installation phase been documented sufficiently and presented in an appropriate way to enable review at this IRR?
2. Will the HV safety fence fit into its allocated space in G01, and can it be transported there through the given transport paths and pass by other system components?
3. Have the plan and all required instructions for the HV safety fence installation been sufficiently developed?
4. Has the work been properly coordinated with the installation schedule and approved by the area coordinator?
5. Have all Work Safety Coordination Plans (WSCP) and supporting documentation been completed and reviewed by the area coordinator?
6. Have sufficient personnel been allocated for the HV safety fence installation activities?
7. Are all the applicable ESS site safety training requirements met?
8. Have all installation and transport devices and tools been defined?
9. Have all or a sufficient amount of required quality assurance and quality control activities been planned?
10. Have safety issues and technical risks been identified and eliminated or otherwise mitigated?
11. Does the design meet ESS requirements in terms of operation and maintenance?
12. Has ESS received all required documentation for installation?