

Tuesday 02 April

Plenary

08:45 – 09:00	Welcome and ESS / NSS Update	S Kennedy (AH)
09:00 – 09:20	STAP Update as Introduction for new members: Vision and Progress over the past years (2x 10min)	STAP Chairs ME, EB (AH)
09:20 – 09:30	Feedback to previous STAP report and charge	AH, ZF
09:30 – 09:45	Logistic Support: Perishables, Helium cryo delivery	Jörgen Larsson (Zoë Fisher)
09:45 – 10:00	Procurement: Big and Small	Luis Ortega (Zoë Fisher)
10:00 – 10:30	<i>Discussion</i>	

10:30 – 11:00 Coffee

Plenary

11:00 – 11:15	Operational Safety today and during user operation: Occupational Health and Safety, Training, work and area hazard analysis (labs, workshops, cranes)	Helena Ramsing (Arno Hiess)
11:15 – 11:30	On-site Installation and Infrastructure, Building Hand-Over	Antonio Bianchi (Monika Hartl)
11:30 – 12:00	<i>Discussions</i>	

12:00 – 13:00 Lunch

Parallel Sample Environment

13:00 – 13:15	Sample mounting and alignment	Malcolm Guthrie
13:15 – 13:30	Example for SE Handling: Cave Design MAGiC	Xavier Fabrèges (Alex Holmes)
13:30 – 14:00	<i>Discussion Sample Mounting and SE Handling</i>	
14:00 – 14:15	Update FLUCO	Harald Schneider
14:15 – 14:30	Update PREMP	Malcolm Guthrie
14:30 – 15:00	<i>Discussion FLUCO and PREMP</i>	

Parallel Users and Samples

13:30 – 14:00	SULF update: preparation for installation of on-site labs, fit-out and move to site, equipment	Monika Hartl
14:00 – 14:30	DEMAX update: operations, call for proposals, lab fit- out post-SULF	Zoë Fisher
14:30 – 15:00	<i>Discussion on SULF and DEMAX</i>	

15:00 – 15:30 Coffee

Parallel Sample Environment

15:30 – 15:45	Update TEFI	Alex Holmes
15:45 – 16:00	Update MESI	Anders Pettersson
16:00 – 16:30	<i>Discussion TEFI and MESI</i>	
16:30 – 17:00	Plans for Workshops in E-Buildings – and beyond	Alex Holmes et al.
17:00 – 17:30	<i>Discussion Workshops and Infrastructure</i>	

Parallel User and Samples

15:30 – 16:00	DEMAX activities, collaborations, projects	H. Wacklin-Knecht; A. Leung
16:00 – 16:30	<i>Discussion</i>	
16:30 – 17:00	SULF activities, collaborations, projects and aim to be the ONE ESS chemistry laboratory	Monika Hartl; Melissa Sharp
17:00 – 17:30	<i>Discussion</i>	

17:45 Depart to Hotel

18:30 Dinner 'Meditarranean'

Wednesday 03 April**Parallel Sample Environment @ Utgård**

08:45 – 09:00	@ Utgård: Beamline Control Team: System Integration	Tobias Richter (A. Pettersson)
09:00 – 09:15	@ Utgård: Central Technical Services: Design	Zvonko Lazic (Malcolm Guthrie)
09:15 – 09:30	@ Utgård: Central Technical Services: Manufacturing	Benjamin Davidge (Malcolm Guthrie)
09:30 – 09:45	<i>Discussions</i>	
09:45 – 10:15	Visit to Utgård: Sample Env. workshops incl. BCT area	ATH HMS MG AP
10:15 – 10:30	Transfer to site	Private car (?)

Parallel Users and Samples

09:00 – 09:15	User Office Software for DEMAX: Experience, KPI for DEMAX & implications for SCUO	Zoë Fisher (Tobias Richter)
09:15 – 09:30	SCUO Update and Way Forward: Scientific Coord. incl. SFT, collaborations incl. LENS, grants incl. Brightness2	Arno
09:30 – 09:45	<i>Discussions</i>	
09:45 – 10:00	ESH support – current challenges and solutions for MV(DEMAX) & site (SULF)	Monika, Zoë, Helena
10:00 – 10:30	<i>Discussions</i>	

10:30 – 11:00 Coffee (on-site)

11:00 – 11:30 Informal mingle with individual STAP members

11:30 – 12:30 STAP closed session and report writing (parallel)

12:30 – 13:30 Lunch

13:30 – 14:00 STAP closed session (joint)

14:00 – 15:00 Close-out (joint to SAD team incl. SMT representations)