MOM Handover Summary

V. Blackmore

CM29

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What do we need?

- Linda & Dan instigated the "MOM Handover Checklist"
  - Excellent idea, but was last updated in **June 2009**!
  - Times change…
- Discuss:
  - Necessary updates to handover checklist (PPS, Hall searches, Daily walkthrough, eLog, Run prep…) and how to *keep* it up to date.
  - How best to use MICEmine? Notes/tasks/issues for future MOMs to be aware of. The MOM "to do" list.
  - Responsible people for different sections.
  - Written summary by present MOM for next MOM?
  - Expert list improvements
  - Anything else?