From February 1st 2005 all sites must report their operational status each Friday by filling their form in the site:

https://cic.in2p3.fr/index.php?id=rc&subid=rc report&js status=22

To edit a RC report there are 4 steps:

- 1. Choose the region, which the RC belongs to.
- 2. If the user is recognized as a RC manager he will see all RC reports for which he is responsible and will be able to edit or display them.

  Otherwise he will have to register as RC manager through a RC or ROC manager in the GOC database.
- 3. When the user edits a report, he has 30 minutes to edit and validate the report (Some alerts will be displayed to prevent the user from exceeding this time). This constraint is in order to manage the concurrent access between the RC managers.
- 4. To finish, the user will have to confirm these modifications to commit the