Minutes of the 55th meeting held on 6 March 2002


* part time

Agenda
1. Chairman's remarks
2. Adoption of the agenda
3. Minutes of the previous meeting
4. Matters arising
5. News from the CERN Management
6. CERN Health Insurance Scheme
7. Follow-up on Space management
8. Users’ Desktop needs
9. PIE procedures
10. Users’ Office News
11. Any Other Business
12. Agenda for the next meeting
DRAFT Agenda for the meeting to be held on Wednesday, 12 June 2002

1. Chairman's remarks
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3. Minutes of the previous meeting
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7. CERN cars
8. EP Electronics Advisory Board
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1. CHAIRMAN'S REMARKS

Opening the meeting, R. Jones, Chairman welcomed E. Tuominen, H. Kroha, M. Merk and J. Salt, new delegates for Finland, Germany, the Netherlands and Spain respectively. He commented that a new delegate for Slovakia should be confirmed in the next few days. The Chairman expressed dissatisfaction at the fact that the mandates of 3 of the 4 NMS delegates had expired and that CERN management has not yet found replacements or extended their mandates. One of the mandates ended in December 2000 and, although the Chairman had suggested a name, a replacement has not yet been nominated. This led the Chairman to comment that he considered the response from the CERN management to this and other recent ACCU matters to be less than satisfactory and asked that ways of improving this be looked at.

The Chairman presented apologies from the Director-General, ‘News from CERN Management’ to be presented by C. Détraz in his absence. The Chairman also apologised for the change of venue for the meeting, the 6th floor conference room booking having been cancelled due to an External Review Committee meeting in the room.

2. ADOPTION OF THE AGENDA

The agenda was adopted with the addition of item 6, a presentation on the CERN Health Insurance scheme.

3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the 54th meeting were adopted as a correct record with a correction under point 6 concerning the opening of the IBIS hotel, which should have read Christmas 2001, not 2002.

4. MATTERS ARISING FROM THE PREVIOUS MINUTES

J. van der Boon briefly commented on the status of the request for Ci permits for spouses of CERN Users. This is moving very slowly. CERN has been in contact with the Swiss authorities and will be preparing a file for the authorities next week. The process is very complicated and the Swiss are worried that this could be a precedent for requests from other International organisations. He commented that if there are specific questions the Host States Relations Services could be asked to respond.

C. Onions commented on the request for improved access for the disabled to the restaurants and from the bus stop to the Main Building. Representatives of ST and TIS divisions have been following up this matter. Restaurant number 1 is currently
considered partially accessible. A study on accessibility was done some years ago and this will be reviewed. This is to be discussed at a meeting tomorrow. The provision of ramps and signs to the toilet for the disabled on the first floor could be done in the short term at a reasonable cost. Restaurant number 2 is currently considered inaccessible for the disabled. It is impossible to fit in ramps inside the building (a maximum 5% slope is mandatory) and the lift does not conform to standards (it is too small). This will require an in-depth study and possibly significant investment. The main concern is access to emergency exits in case of fire. Concerning access to the main building from the bus stop, a route is under study. The access within the main building needs to be improved for this route to be viable. R. Jones commented that Restaurant number 2 was refurbished recently and expressed surprise that access for the disabled was not taken into account at the time. C. Détraz commented that this is not a User specific request and suggested that User input could be put taken into account by having an ACCU member on the Equal Opportunities Commission. R. Jones concurred with this suggestion and suggested that it be reviewed before the next meeting.

C. Onions reported that at a recent Logistics Advisory Committee (LAC) meeting it was confirmed that the minimum requirements for withdrawing items from the Emergency Desk are that the User has a budget code and a CERN ID number. K. Freudenreich commented that this was not the case and a form has to be filled out first by the budget holder to authorise the User. This will be raised again at the next LAC meeting.

R. Jones has again talked with R. Cashmore over ACCU’s relationship and User representation on the EP Electronics Advisory Board (EAB) and is awaiting a reply.

The memorandum to ACCU members on CERN’s Health Insurance requirements will be sent following this meeting, after the presentation by S. Weisz.

K. Freudenreich did not need to discuss the specific Health Insurance problem raised at the previous ACCU meeting with J. van der Boon since the User decided not to take UNIQA.

R. Jones has written a memorandum to the Research Board requesting the creation of a new experiment status “Analysing”. He has also written a letter to collaboration spokespersons requesting that they make every effort to avoid future clashes in meeting dates. It would be necessary to have a shared calendar system into which all major meetings (as well as Telecom and the Geneva Motor Show) could be entered. A pilot project is currently underway in IT division. The responsibility of maintaining a shared calendar would have to be clarified. Z. Hajduk pointed out that Agenda Maker could possibly be used in this capacity as some collaborations already use it.

A. Di Ciaccio has still to discuss with ST division the possibility of re-routing of the shuttle bus from Lab 1 to Lab 2 in order to pass by some of the local hotels in St. Genis. ACCU delegates were asked to inform C. Onions of contact details for National User offices at CERN. So far, only the UK delegate has responded.

The concerns about safety at the roundabout near building 14 were raised at the Site Committee meeting on February 14th. The Site Committee commented that the main safety concerns are due to bad driving and an announcement will be put into the weekly bulletin. A guard will observe the traffic at the roundabout for a few days and make a report on it.
C. Jarlskog asked if actions had been taken to enforce the no-smoking policy in the laboratory. R. Jones recalled that it is the Group Leaders responsibility to ensure that people in their group respect this policy. He mentioned that there should be a recurrent matter arising concerning the provision of extractor fans in the smoking area of Restaurant number 1, which, although accepted as necessary, was never implemented. K. Freudenreich commented that smokers have complained that there are no longer ashtrays outside the doors of major buildings and asked that this be rectified. Z. Hajduk commented that the cleaners should also respect the no-smoking policy and not smoke in offices while working. J. van der Boon promised to check when the last reminder appeared in the Weekly Bulletin. R. Jones suggested that a memorandum be sent to all group leaders on the subject.

5. NEWS FROM THE CERN MANAGEMENT

C. Détraz first gave an update on the LHC status. He showed the technical progress that has been made and some of the impact on the plan to re-allocate some budget to LHC to cover the cost overrun of the project. For the dipoles, the collared coils production is going well and a plot was shown of the production by the three firms involved. For the series dipoles a maximum field of 8.25 Tesla is specified in the contract but they have been run at 9 Tesla without problem. The dipoles are well under control. The Cryogenics refrigerator units are on site and good progress is being made. The Civil engineering is progressing and photos were shown of the ATLAS and CMS caverns. The ATLAS pit is the biggest man made hole in the world.

A Review of the Super-conducting Cable Production has just finished and the individual firms have been audited. R&D is now over and the quality of cable that will be delivered meets requirements. The review panel shared the worries concerning delays and commented that a diligent procurement management, with possible reallocation of the orders among the spectrum of vendors, will be required to meet the stringent delivery requirements of the cold mass construction program. Most of the world’s industry that is capable of producing this cable is already working for us.

Contracts for the dipole cold mass assembly have to be signed in a matter of days. CERN has a double role of supplier (of Super-conducting cables) and end customer and therefore must be prudent in defining the dipole delivery schedule in order to avoid the heavy penalties that would be incurred if the schedule for the delivery of cables to Alstom were not met. A comparison of the projected production rates with the production rate required to meet the cold mass delivery rate (including a six month contingency) was shown, which illustrated the need for a revised LHC schedule, which will be driven by technical and scientific considerations, not financial ones. The detailed revised schedule is being prepared and will be presented at the CERN Committees meetings in March.

C. Détraz then reminded ACCU of the composition of the 5 task forces whose mandate was to do fact finding to enable the management to take decisions. These task forces are reviewing the Research programme, the Organisational structure, Industrial support and contracts, Personnel and the LHC machine plus the Accelerator sector. The task forces have worked in record time and will present conclusions at the mid-March Council meeting. Task Force 1 first clarified the research programme and examined the
non-LHC programme. Finding the right balance between LHC and non-LHC experiments is very difficult. There is a large number (2816 out of a total of 6065) of Users on non-LHC programmes, with 36% of them on LEP. Hence concentrating on LHC only would affect a significant number of Users. It would be useful to see the distribution for CERN staff as well. C. Détraz then reviewed the Fixed Target experimental programme at CERN in 2001-2005 – CAST, OPERA, nTOF, ISOLDE, ASACUSA, ATHENA, ATRAP, HARP, DIRAC, NA49, NA60, NA48 and COMPASS. NA49 will finish at the end of 2002, NA60 will run for another year. NA48 has finished the direct CP-violation measurements and has been approved for rare decays of Kaons until the end of 2003. COMPASS will take data during 2002-2003, with a phase 2 expected. There was a fierce debate on the benefits and effectiveness of reducing these experiments. The main conclusions of Task Force 1 are as follows:

For the non LHC-experimental program, continue the experiments approved for data taking in 2002 and 2003. At the SPS, only COMPASS should continue beyond 2003. At the PS only the ISOLDE and AD facilities should continue beyond 2003 (and n-TOF in 2004). The OPERA experiment is a special case. It is the only experiment under construction and no major CERN investment has been made yet. A clear decision is needed to either continue with OPERA at the present level (with a clear statement that possible additional resources needed for the BAM or technical manpower cannot come from CERN) or to withdraw from the collaboration (with savings of about 12.5 MCHF and 6 FTE/ year). Task Force 1 considered that a partial withdrawal was not advisable.

Concerning SPS and PS running time reductions, they recommend to stop the SPS (and the experimental area) for the full year of 2005, to reduce the running time in 2003 and 2006 to the level of 2002 and to continue operating the PS (which costs about 1/6 of the SPS) throughout but with a reduction similar to 2002. This would give a total saving of 34 MCHF. Only COMPASS is presently scheduled to run in 2005 at the SPS. Data (mostly with the muon beam) from 2002-2004 should keep the collaboration alive. Phase two (with the hadron beam) could resume in 2006. ATLAS, ALICE and LHCB have no major requests for test beams in 2005. CMS has scheduled ECAL calibration runs for 2004/5/6. They consider rescheduling but would need compensation in 2004 (as late as possible) and in 2006 (as early as possible). A stop in 2005 makes the testing and calibration of the CMS crystal calorimeter very difficult. It could imply the construction of a spare calorimeter module to pursue useful tests after completion of the installation. Concerning the LHC experiments, the staging of CORE parts of the detectors would not create savings, except in the area of online and offline computing, but only a few MCHF. Potentially higher savings can be expected in the offline computing at CERN. Together, a one-year delay and the reduction in trigger rates could lead to a total savings of about 30 MCHF for the four experiments. However, a large uncertainty has to be attributed to these estimates.

For accelerator R&D, the foreseen yearly reduction from 7.5 MCHF and 50 FTE to 4.7 MCHF and 43 FTE (dominantly for CLIC/CTF3) in 2002 and beyond leaves a minimal programme of accelerator R&D, especially for an accelerator laboratory of the importance of CERN. Its narrowness and limitations can only be justified by the present severe budgetary problems. The purpose of CTF3 is to validate the CLIC technology. Savings for 2003-2007 will be 11.5 MCHF + 60 FTE years. CERN will then be investing
0.4% of its total budget on accelerator R&D, compared to 3.1% in FNAL and 12.5% in SLAC. The management is extremely unhappy about this. A special effort is needed to improve on this, as it is vital for the future.

Concerning the implementation strategy, only the broad lines of approach have been defined so far. Input is needed from the External Review Committee in June. Meanwhile, long-term plans have to be drawn up and implementation issues clarified. CERN must take the opportunity presented to adapt (and demonstrate adaptability) to the changing needs, to reallocate some 4% of the budget to the LHC cost to completion, to adapt the Human Resources policies to present and future needs, generate wider involvement in the LHC project across CERN and to resolve some long-standing issues.

The draft plan prepared for the March meetings contains a revised LHC schedule, based on the contractual dates of main contracts, a redefinition of the Scientific activity, improved organisation and control and prolonged payments plus increased contributions. The External Review Panel conclusions will come later, to be taken into account in the final Plan for June 2002.

When questioned about the LHC start up date, C. Détraz said that they are working on the hypothesis of start up in April 2007, including 6 months contingency.

Concerning the closure of the CHORUS and LEP experiments, he and R. Cashmore had prepared memoranda respectively for the Research Board meeting in March. The proposals should not affect the Users’ work. R. Jones expressed the hope that the Research Board would give his memorandum (on a new status for experiments being analysed) serious consideration. He re-iterated that declaring an experiment “Closed” sends a bad message to the outside.

6. CERN HEALTH INSURANCE SCHEME

S. Weisz described the basic principles of the CERN Health Insurance Scheme (CHIS). CERN has to protect its staff against the financial consequences of illness, accident and maternity. CERN set up its own scheme, a specific CERN fund with an external administrator UNIQA. The scheme is obligatory for all staff. It is a mutual scheme, not an insurance scheme in the normal commercial sense, with contributions based on salaries only, independent of the age and the number of beneficiaries in the household. Hence people with higher salaries subsidise those with lower salaries, singles subsidise large families and younger people subsidise the elderly. It is not an insurance scheme, as such. CERN contributions are shared between the staff and the Organisation (4.02 and 6.35% of basic salary, respectively).

The social insurance coverage of Users, as Associated Members of Personnel, is the responsibility of their employer or of the higher educational or technical establishment in which they are regularly enrolled. However, Users can affiliate to CHIS with either a short-term coverage (less than 3 months), a reduced coverage (family members not insured) or with a normal coverage (includes family members). This is on a voluntary basis, the contribution is a fixed amount and there is no contribution from CERN, which is different therefore to CERN staff. S. Weisz then showed some statistics for 2001, comparing the numbers for CERN staff and for Users. There are 97 Users affiliated and their total annual contribution matched closely the amount paid out. The fixed
contribution is expensive at 910 CHF per month for the full coverage but it reflects the true costs. Users need health care coverage when installed in the region and a questionnaire will be circulated to ACCU members in order to get feedback on the national coverage for Users and to investigate the necessity of extensions to their coverage when at CERN. If there are any questions on this questionnaire, ACCU members should contact Auguste Nganga Malonga.

In discussion, when asked if it is still possible to be insured for a few days the reply was yes, it costs 13 CHF/day/member, 330 CHF per month and it can be done on a daily basis. It was noted that spouses also contribute if they are in employment and are normally reimbursed from their National scheme, with UNIQA covering the difference without extra contribution from the spouse.

A report on the outcome of the questionnaire is foreseen for the September ACCU meeting.

7. SPACE MANAGEMENT

A. Norton reported on progress in the EP Space Management Task Force. As a result of the budget crisis, there are severe new limitations for office space. There will be no new offices in 2002, Burotel has been put on standby and the Building 552 replacement may not be funded (2 floors, CMS ECAL plus offices). There is no budget for office painting and maintenance, for new furniture or for renovations (even to comply with TIS safety standards). The planning may be impacted by the LHC cost review task forces and committees.

An office policy is being formulated. LEP offices are being rationalized and the reduction in space is continuously being negotiated with the LEP experiments. There is good progress. The Task Force expects to converge on "a few pure-LEP" offices per experiment by the end of 2002 and progressively re-assign space LEP → LHC in 2002 (as people make the transition). They hope to do this rather rapidly. Some space will be allocated directly to EP support groups, and possibly to institutes, at the discretion of the Task Force. They are considering the implications of concentrating LHC application computing near the experiments (this involves both EP and IT divisions).

Hall Space is a problem. There are ~35000 m² available, but there are urgent problems to solve. This space is negotiated directly by experiments and/or the Task Force, via the Site Committee. Space is needed to prepare, assemble and test the CMS ECAL modules and an alternative to Bldg 552 is now needed on the Meyrin site (~400m²) plus ~400m² for assembly near test beams on the Prevessin site. This is a difficult situation. Space is also needed now to assemble, test and store the ATLAS muon chambers (~1000 m² allocated, ~2000 m² needed). In the medium term, the availability of offices and workshops at the experimental areas is a concern. It is very difficult to plan and proceed in the current situation.

In the discussion, R. Jones commented that it was agreed at the September ACCU that he would suggest an ACCU person for the Task Force. A. Di Ciaccio and R. Jones will alternate on this. A. Norton will ensure both are contacted for future meetings. The Task Force communicates mainly with the experiments through the space managers and the experimental secretariats. R. Jones pointed out that the institute viewpoint
could be missed this way. When asked what warning is given about office moves, A. Norton replied that this would normally be of the order of 2-3 months. It was stressed that the warning should be to the office occupants, not just to the experiment management. J. Salt commented that there must be a small budget for office painting during this re-grouping. A. Norton agreed, saying that it would be unfortunate to slow down moves in 2002 due to this.

8. USERS’ DESKTOP NEEDS

A. Di Ciaccio, the ACCU Desktop Forum (DTF) representative, reported on Users’ Desktop needs. She presented the DTF mandate and composition. Users’ desktop needs are quite varied and are related to their degree of expertise in computing and length of stay at CERN.

There is currently a big effort to convert all existing PCs at CERN (~5000) from Windows 95/NT to Windows 2000. The work will hopefully be completed by mid-2002. There is progress on AFS and SSH is coming (PuTTY), both of which are necessary for Users. Some comments were made that the NICE 2000 system is not easily updated by non-experts, although nicely documented. In addition, the disk space limitation of 50MB is small, although it is possible to get 300MB from the Help Desk and, in special cases, up to 1GB.

Linux Red Hat 6.1 is very widely used by physicists at CERN. Most Home Institute PCs already run Linux RedHat 7.2 and there is a big demand for CERN to update from 6.1 to 7.2. Currently, RedHat 7.2 is under certification and CERN hopes to switch in April 2002. Users need to access both Linux (data analysis) and Windows (MS office programs: i.e. PowerPoint, Word, Excel) on the same desktop and many users request a product to share them without rebooting. IT Division is running a Pilot Project on the use of a commercial product, VMware, and some conclusions are expected soon.

There is a strong demand for a wider support on desktop PCs, both for hardware and software problems. There are worries about ‘bad PCs’ bought by Home Institutes via CERN (PC Vobis problem). File sharing is important for the Physics Community and there is a request to improve the AFS service.

Short-term Visitors often only require access to web browsers and e-mail. CERN could provide more small PC clusters to satisfy this request (for example, near Conference rooms, LHC secretariats). The “Internet café” outside the Users’ Office and in Building 513 is greatly appreciated.

An increasing number of users have portable PCs. More DHCP and IP fixed addresses are needed for portables in offices to access the network. Although very easy to connect, a web page could be publicized on the subject (e.g. to help installing printers).

Recently the use of wireless LAN (WLAN) cards with portable PCs is becoming more and more popular. It is very simple to connect, users need a PCMCIA card (cost 70$ in USA, a bit more expensive in Europe) but they require Access Points at CERN (<1000 CHF each). Some Access Points already exist but there is a very strong user request for more. The WLAN CERN Pilot Project has been set up to qualify the available equipment, evaluate the operational aspects of the WLAN technology, security and manageability and to collect user experience. Access Points have been set up for the Pilot Project in some conference rooms and in specific buildings. Security requires the
registration of the MAC address(es) of a portable prior to connection to the network on the CERN site.

There is an increased demand for Videoconference meetings from Home Institutes with CERN (to save travel money). CERN has equipped several Physical Video Conference rooms with Packet (Internet) and/or CODEC ISDN systems. The Virtual Room Conferencing System (VRVS) is also very successful and there is a request to make it available on Macintoshes.

The use of printers touches almost every aspect of a user's work and computing infrastructure. There are a large number of requests to restart print queues for Tektronix printers. There is a big demand for more colour printers and related support, although the use of video-projectors is becoming more and more frequent and it should be encouraged to save money on colour slides, which are very expensive. The most frequently used conference rooms could be equipped with a Desktop PC to avoid connection problems between video-projectors and users' laptops.

The main conclusions are that Users' desktop requests are relatively modest and do not require a big investment. For most of the requests, CERN is already on the way to find solutions or improvements.

In the discussion, it was commented that commuters usually have laptops that are not easily integrated in NICE2000, which doesn't support dual boot systems. DHCP is not available in more remote offices. With NICE 95 a User could integrate into the system fairly easily. R. Jones stressed that CERN cannot insist on Users' having CERN recommended portables and should make it easy to integrate such devices with NICE 2000 and in particular should not insist on English only versions of Windows 2000. On the subject of Videoconferencing, R. Jones pointed out that no division is specifically mandated to look after this and it really needs to be addressed. The H323 standard is used by many outside institutes currently, but there appears to be no support for this at CERN. R. Jones commented that videoconferencing is part of various GRID initiatives.

ACCU members expressed strong support for a working AFS.

9. PIE PROCEDURES

This item was postponed until the next meeting.

10. USERS' OFFICE NEWS

The Users' Office is operating with reduced personnel due to the departure of one contract staff. With the current embargo in place, there will be no replacement until the end of 2002 (if at all). The office now closes at 16:00 instead of 16:30 in order to be able to handle the necessary paperwork. Note that various other services at CERN are now only open half-day.

A warning e-mail is now sent 90 days in advance for those people less than 50% at CERN, i.e. with CERN attestations only. This is in addition to the standard 28 days warning. User contracts which have not been renewed will be terminated 2 months after the expiry date - an e-mail will now be sent a few days before this action to give Users one last chance to react.
The Team Leader role needs to be more clearly defined in the “Conditions for Experiments at CERN” document. Currently, not all Team Leaders fully verify a User’s registration form before signing.

The weekly Bulletin is now on the web [http://bulletin.cern.ch/](http://bulletin.cern.ch/). However, the official news is still not accessible outside the cern.ch domain.

All LEP underground accesses will be cancelled on March 31st. New authorisation requests via EDH for LHC underground areas are necessary as of March 1st. For details, see the Weekly Bulletin number 8/2002. Users will be obliged to follow a new training course run by the Fire Brigade.

There has been a change of rules concerning K plates. As of January 1st 2002, owners of vehicles registered in the ‘431 K’ and ‘431 CD’ special series will not be able to change them for other vehicles in these series until two years have elapsed. A request to clarify the details has been sent to the Ministry.

At the recent Site Access Control Panel meeting, it was reported that, due to a reduction in the budget for the guards contract, the LHC pits will only have a guard during normal working hours and during the night the sites will be covered by a single patrol.

At the recent Computer Security Policy Board, it was reported that Users will be required to register the MAC addresses of laptops before they will be allowed to connect to the network (already mentioned in the DTF talk). A simple web-based procedure is to be defined in the coming months.

At the recent Property Protection Group meeting, people were reminded that locking of doors is recommended to deter the occasional thief. However, since a significant number of pass keys are untraceable, people are advised to take extra precautions with valuable equipment. A proposal to replace mechanical locks by electronic ones operated by the CERN access card has been made by the group, however so far this proposal has not advanced. The cost to replace all locks is prohibitive, it could be envisaged to protect entrances to corridors or buildings. ACCU supports this initiative. There was a discussion on the control of equipment leaving the CERN site, in particular proving ownership of private property. A list of items liable to control will be compiled.

At the recent LAC meeting, it was reported that an arrangement has been reached so that CERN doesn’t have to pay the TVA on material transiting from one contractor to another before delivery to the CERN Prevesin site. Of the Stores Catalogue improvements requested by ACCU, the photographs of items will be in the catalogue by the end of March.

11. ANY OTHER BUSINESS

A User was looking for a single screw at the emergency desk but found that the minimum package available was 100. SPL division checked and found that this particular item has not been bought for years and will not be part of the range of articles requested when the contract concerned will be renewed. This is why the article has not been repackaged with smaller numbers. This will be raised at the next LAC meeting.

There was a request to improve the recuperation procedure for old equipment. This will also be raised at the next LAC meeting.
There were several complaints about the early closing of the COOP restaurant. The opening hours are normally reduced in January, when things tend to be slack. This has been extended to include February this year, after discussion with the Restaurant Supervisory Committee. The opening hours will be reviewed by this committee in the near future, which is all the more reason for ACCU to be represented, since there is a strong possibility that these reduced opening hours will be adopted as standard.

Addresses and telephone numbers of people to be contacted in case of an accident to a member of Personnel are no longer entered in the Personnel database. This information is, however, given to the Users’ Office at registration. A request has been made to put this information into the database so it could be retrieved outside of working hours. This was triggered following a serious accident to a User, for who, fortunately, there was an old contact number in the database which was still valid from earlier times. This request is being followed up. Information of this type is likely to be managed by the PIM (Personal Information Manager) project in the future.

I. Videau commented that, as only a small percentage of Users availed themselves of the UNIQA insurance, future discussions on this matter could be organised separately for those users together with CHIS representatives.

12. AGENDA FOR THE NEXT MEETING (12 June 2002)

The agenda for the next meeting will include the postponed talk on PIE procedures, a presentation of the EP Electronics Advisory Board (EAB) and an update on CERN cars.

a. ACTION ITEMS

CERN management

- Follow-up on ACCU matters to be improved (March 2002)
- Improve access for the disabled to the bus-stop and restaurants (September 2001)
- Find replacements for ACCU Non-Member States representatives whose mandates have ended
- Request for Ci permits for spouses of CERN Users (March 1999)
- Put bins or ashtrays close to the outside doors of major buildings for smokers. (March 2002)
- R. Cashmore to respond on a request for ACCU representation on the EAB (September 2001)
- The Team Leader role needs to be more clearly defined in the “Conditions for Experiments at CERN” document, in consultation with the Users (March 2002)
- Reconsider making the official news section of the web Bulletin accessible outside the cern.ch domain, to some other domains at least (March 2002)
- The names of persons to be contacted in case of accident should be entered in the Human Resources database. (March 2002)

ACCU members
• ACCU delegates to ensure that replies to the Health Insurance questionnaire are received by the end of August (March 2002)

• ACCU representative to be nominated for the Restaurant Supervisory Committee (June 2000). Should voice Users’ opinion on the reduction in opening hours of the COOP restaurant

• To be raised by K. Freudenreich at the next LAC meeting
  o The service for the recuperation of old equipment (March 2002)
  o Minimum requirements for withdrawing items from the Emergency Desk (December 2001)

• A. Di Ciaccio to discuss with ST division the possible re-routing of the shuttle bus from Lab 1 to Lab 2 in order to pass by some of the local hotels in St. Genis (December 2001)

ACCU Secretary/Chairman

• Request an ACCU representative on the Equal Opportunities Commission (March 2002)

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Chris Onions

6 March 2002

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