Minutes of the 80th meeting held on June 11th, 2008


Apologies: P. Bordalo, J.B. Hansen, J. Purvis, H.-C. Schultz-Coulon

* part time

Agenda

1. Chairman’s remarks
2. Adoption of the agenda
3. Minutes of the previous meeting
4. Matters arising
5. Childcare initiative
6. News from the CERN Management
7. An update on Safety at CERN
8. Reports from ACCU representatives on other committees
9. Users’ Office news
10. Any Other Business
11. Agenda for the next meeting
DRAFT Agenda for the meeting to be held on Wednesday, September 10th, 2008

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ADVISORY COMMITTEE OF CERN USERS

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1. CHAIRMAN’S REMARKS

F. Navarria, Chairman, opened the meeting and welcomed the new delegate for Spain, S. Cabrera Urbán. Both Slovakia and Switzerland have now extended their delegates’ mandates, the latter by one year only. The Chairman thanked M. Campanelli for volunteering to represent ACCU on the restaurant committee.

2. ADOPTION OF THE AGENDA

The agenda was adopted as published.

3. MINUTES OF THE PREVIOUS MEETING

The Minutes of the 79th meeting were adopted as a correct record.

4. MATTERS ARISING FROM THE PREVIOUS MINUTES

a. ACTION ITEMS

ACCU delegates

- To agree, or otherwise, that PH department should launch the car sharing pilot project

J. Salicio Diez briefly resumed the situation. To develop the system and equip 20 cars would cost 200 Kchf. PH department have already reported in previous meetings that it does not have the money for this, although manpower could be found. Since the project was first proposed, an additional 25 cars have been made available for rentals and 5 were added to the short term rental pool. He showed plots which indicated that the number of non-honoured requests were now small and that the situation is much improved. He questioned if it was worth investing now. The cost would have to be passed on to customers. Several ACCU delegates commented that users often rent directly outside CERN, given the difficulties of obtaining a CERN car in the past. An ACCU delegate suggested that CERN arrange special agreements with rental companies. S. Lettow has discussed with Mobility Car Sharing. They require a minimum turnover, which CERN cannot guarantee, therefore it is not interesting enough for them to set up a service. F. Navarria commented that more cars will probably be needed when users run shifts for the LHC experiments. How can we measure the real needs?

N. Pastrone commented that Italian users are interested in car sharing on a daily or weekly basis, not for a few hours at a time. Groups who have rented cars long-term could make them available to others when not in use. Key handling would be the main problem. J. Salicio Diez will look into the installation of electronic locks and
the implementation of a simple reservation system. To gauge the real needs, a survey would need to be conducted.

Other matters arising

Following various requests for an extension of the shuttle service, S. Lettow asked for the usage statistics of the shuttle to point 5. The evening service, which departs at 17:30, is almost not used, very often the shuttle returns empty. There are indications that the interest might be higher for a later departure. What time would be suitable? A change in the departure time would need a re-discussion of the contract, but CERN is ready to do that. Feedback is needed as soon as possible.

D. Acosta suggested that a shuttle at shift turnover time for the LHC experiments is needed, arriving early and leaving late enough to allow a reasonable overlap time between the shift personnel. M. Metzger will ask M. Nonis to contact the experiments to ascertain their needs. J.D. Hansen commented that many will be staying in hotels and will need a car to travel between the pit and the hotel, not to and from CERN.

5. CHILDCARE INITIATIVE

C. Issever reported on the problems of child care for users and first showed a striking picture of a young child sleeping on a CERN desk. She described the existing child care facilities at CERN and the CERN Child Care Initiative (CCCI) group which was set up with the aim to try to improve the situation for all CERN personnel. C. Issever showed statistics obtained via a survey submitted to members of personnel in the four big LHC experiments, which indicated that there were not enough places to fulfil the needs of parents working at CERN and that the existing facilities were in general too expensive for CERN users. The statistics were based on 129 replies, 72% from users. A note, CERN-HR-Note-2008-001 (which will be made public soon and is now available on the ACCU web site) was written on the results. The CCCI would like to re-do the survey with the help of the CERN management in order to reach a wider population.

On May 4th/5th 2006, the European Commission presented its roadmap for the period 2006–2010 to all European stakeholders involved in equality between women and men. This was a major event which brought together a panel of ministers and representatives of the European institutions, along with academic experts and field players. The roadmap sets out six priority areas for EU action on gender equality for the period 2006–2010: equal economic independence for women and men; reconciling professional life with private and family life; equal participation in decision-making; eradication of all forms of gender-based violence and trafficking; elimination of gender stereotypes; promotion of gender equality in external and development policies. During this conference, the Commission agreed on the “Barcelona Targets”, which were to achieve the provision of childcare by 2010 to at least 90% of children between 3 years old and school age and at least 33% of children below 3 years of age (EUROSTAT). The survey shows that CERN does not meet the Barcelona Targets. The EU has funds available to help reach these targets and C. Issever asked for help from CERN to seek funds from the European Social Fund (ESF) and stressed that Child Care has to become an urgent, high priority issue for CERN. C. Issever mentioned the project in Archamps (Haute-Savoie) which had
been proposed to CERN to construct integrated facilities which include apartments, meeting rooms, LAN connections with CERN and in particular crèche facilities with transportation to and from CERN. Subsidising such a crèche with ESF funds could be envisaged. C. Issever requested that the CCCI and CERN management meet and asked that a person from the CERN management be responsible for child care at CERN, and also to assign a person from the CERN legal office to follow-up on the ESF.

In the discussion, there was strong support for this initiative from ACCU delegates, several of whom commented that the situation has not changed at CERN in 30 years, which is a shame. The European Commission is preparing for a renewed Social Agenda which will be adopted before this summer. It will look at the social challenges that accompany globalisation and explore what policies are needed within the Member States and at the level of global governance to ensure that globalisation becomes a force of social progress. CERN should move and submit a proposal for funding. M. Metzger commented that this is clearly important as there are substantial funds and an overall political drive behind it. What is not so good is the cumbersome application procedure and CERN itself is probably not entitled to apply. Co-financing through large national or regional programmes, in which the financing of a kindergarten is a project, would probably be necessary. M. Metzger offered to be the contact person for the CCCI and promised to look into this. C. Issever should address him to provide additional information.

M. Goossens, commenting as a representative of the Staff Association, stressed that it is the employers’ responsibility to help the users, who can’t expect CERN to do this for them. C. Issever pointed out that this attitude towards child care for users has not solved the problem for the past 30 years and that there needs to be a change. She also commented that CERN should have a similar attitude towards providing child care for users as it has towards providing buildings and offices for them, when they come to CERN. Without a proper work environment a user can’t work and without a child care option a user with children can’t work. M. Goossens commented that the CERN Kindergarten ("jardin d'enfants") is run by the CERN Staff Association and employs 23 staff all holding professional qualifications in early childhood care. The staff are employed under the Geneva cantonal work agreement for Swiss Kindergartens, which foresees, as in other schools, two weeks holiday at Christmas and Easter, as well as two months in summer (July and August). The complete salaries of the staff are paid from the fees paid by the parents. As an employer CERN reimburses part of the education fees to its employees for dependent children between 3 and 25 years old. In 2007, 198 children between 2½ and 6 years of age attended classes in the Kindergarten. The number of children that can be accepted is limited by the number of classes (six) that the present building can house. In response to the demand of the parents a new building will open in September 2008 and house a canteen where children can take lunch. It is anticipated that part of the canteen could be used as a supplementary classroom. To help cope with the problem of children below the age of 2½ years CERN has reserved twenty places from September 2008 in a crèche in Meyrin, which takes children of ages between 4 months and 4 years. If this proves insufficient, a possible on-site solution could be studied. The monthly fee parents have to pay in crèches in the Canton of Genève depends on family income and is determined by the Geneva Cantonal authorities. In the case of the Meyrin crèche parents will be charged 22,000 CHF per year per child for the full-time day-care option. S. McMahon commented that there is a huge
pressure on women to leave HEP because they cannot afford child care. He also commented that places in the “garderie” are difficult to obtain, reservation opens one week in advance at midnight and usually all places are taken within half an hour.

6. NEWS FROM THE CERN MANAGEMENT

J. Engelen reported on the major refurbishment of CNGS during the past seven months, which was necessary because of single-event upsets in slow control electronics leading to control problems. There has been a major re-design of the shielding, based on extensive FLUKA calculations, and the electronics were moved to a less radioactive area. Electronic actuators have been replaced by mechanical ones. Operation should start at the end of the week to deliver beams to Gran Sasso. This has led to a re-consideration of the electronics in the LHC tunnel and the CNGS target area will be used to monitor electronics in this environment, giving valuable knowledge for future LHC operation.

The LHC status is now measured by the temperature of the sectors. 33k tonnes of cold mass should be cooled to 1.9K. Currently, all 8 sectors are cooling, the last to be cooled down is sector 4-5, which was already cooled down once. Other commissioning continues in parallel. The realistic aim is to have the whole machine cold in the second half of July, a more precise date should be announced in Council next week. Once cold, there will be one to two weeks of further commissioning and then injection will begin. The date on which experiments have to be baked out and closed, with very limited access, has still to be clarified, but the end of July is most likely. One unexpected effect discovered during hardware commissioning was that in sector 4-5 some of the magnets had lost memory and needed to be trained again – a sector has a total of 154 magnets in series. This takes longer than foreseen and hence it has been decided to start the machine at 10 TeV to avoid having to do training quenches and to allow commissioning to go quite quickly. Full commissioning will be done during the winter shutdown. So far, a current of 11,200 amps instead of 11,800 amps has been achieved in the dipoles. ATLAS and CMS are consistent with the machine schedule. CMS, as has been known for some time, will start with one electromagnetic end-cap calorimeter missing. ATLAS has to repair a leak in the end-cap toroid, which will take about three weeks to warm up the magnet, one to two weeks to repair it and then three weeks to cool down again. For the computing grid, the May test performed was technically successful, although for ATLAS dCache did not perform entirely satisfactorily.

The next Medium Term Plan (MTP), for 2009 onwards, is in preparation, including the 60 MCHF per year additional funding. This is dominated by LHC operation and upgrade, and also the LINAC4 construction, work on which has started. R&D for CLIC is also important, and good progress has been made. The MTP will be discussed at Council next week.

In the discussion, when asked if the quenching problems in the magnets might be due to the storage in open air, J. Engelen replied that it is possible but there is no clear explanation so far.
7. AN UPDATE ON SAFETY AT CERN

M. Bona, Safety Commission, reminded ACCU that the LHC access control is now active and that access to the machine is granted by the TCR. Biometry plus a dosimeter and token are necessary for access, and a key is necessary in addition for underground access. Experiment access is under the control of the GLIMOS.

The first “new version” safety rules have been issued. An article appeared in April in the CERN Bulletin (issue No. 16-17/2008) under “Official news”, where subsequent changes will be also be published, which all members of personnel are deemed to take note of. The rules are accessible on a re-structured web-site based on EU standards, via the Safety Commission web site.

The new Safety Rule on smoking at CERN introduces a smoking ban in all offices and buildings, including the present "smoking area" in the CERN restaurant 1, as well as all CERN-owned vehicles. SC and TS Department are defining the action plan (including communication in addition to what was already announced in the CERN Bulletin) to implement smoothly the change to the "smoking area" of restaurant 1. Other actions have also been planned (e.g. removal of certain panels at the entrance to CERN etc.).

When asked about the availability of dosimeters, M. Bona replied that department heads had been asked to ensure that dosimeters are held only by people who need them. An assessment of the number needed should be ready by the end of June. The cost of new dosimeters will be spread across the departments. When asked how many temporary dosimeters are distributed, M. Bona replied that currently 5000 dosimeters are used for 6200 people, approximately one in six being used as temporary dosimeters.

8. REPORTS FROM ACCU REPRESENTATIVES ON OTHER COMMITTEES

SIPB: K. Freudenreich reported on the status of SCOAP3 (Sponsoring Consortium for Open Access Publishing in Particle Physics) which will sponsor HEP publications and make them Open Access. The budget for SCOAP3 is 10 MEuro, of which 3.7 MEuro is currently pledged. Delegates were encouraged make pressure at home if their country is not yet on the list of contributors. When 2/3 of the budget has been obtained they will start a tendering procedure. An alpha version of a new Scientific Information System INSPIRE, based on SPIRES and CDS/INVENIO, now exists. IT is preparing to make CDS discoverable by Google Scholar (mid-August) since young scientists tend to use it. All CERN yellow reports (apart from 12 which were published by Elsevier) are now available via CDS. The LHC experiments presented their ideas on publishing. J. Vigen from the CERN library has been asked to look into ways to deal with the large author lists.

Restaurant Committee: M. Campanelli reported on the meeting which had taken place the day before. There are plans to extend restaurant 1 towards building 40. This would cost 700 Kchf and normally CERN should pay this but it is under discussion with Novae. If approved this would be within a time scale of one year. For restaurant 3 there are some concerns about hygiene. There are restoration plans, but if the company, and not CERN, paid for it then it would be considered as a restaurant, not a canteen, so VAT would increase by 15% for them and this would be
reflected in the prices. Smoking areas within CERN are to be abolished. The area in restaurant 1 will become part of the coffee area. An additional coffee machine has been installed in restaurant 1 and the brands of coffee changed. The system to return used trays, which has been problematic recently, cannot unfortunately be changed. The furniture in restaurant 1 belongs to CERN, but ownership has been transferred to Novae, who will therefore be responsible for the replacement in the future. M. Campanelli stressed that users can have an influence on decisions about the restaurants and if any delegates have suggestions they should contact him.

Accommodation Facilities working group: A. Rozanov summarised the meeting which took place on June 9th. Various options are under consideration to use building 222 to consolidate the reception, lounges and kitchen areas. This needs further study. He showed the hostel occupation statistics for January to May and commented that these figures include weekends, when quite a number of rooms are available. The web booking project is on the way but the software company Betisoft is not yet ready. Some actions to try to speed this up are on the way. The payment system for the hostel will be the same as the payment system for CERN workshops. It is hoped that web booking could start in September 2008. In the meantime, a display showing the availability of rooms has been made available on the Housing Service web site. This is a snap-shot of the situation for the next two months period, which is updated manually twice per day (on working days only) until a real-time display is made available. Users should be aware that this changes rapidly and rooms which were free when the snap-shot was taken (the time is indicated on the web page) may no longer be available. The snap-shot shown indicated that there were very few rooms available in July.

When asked about the use of rooms by high school visits, it was stated that there is a clear tendency for such groups to look for accommodation outside CERN, closer to the city. F. Navarria commented that CERN has clear rules concerning who is allowed to use the hostels, and such visitors are allowed.

Desktop Forum (DTF): E. Etzion reported on the highlights of the previous day’s meeting. Full details and presentations can be found on Indico. The security officer reported that targeted attacks with knowledge of our site and software are becoming a growing threat. Targets are mainly web sites with insufficient access rights, software with insufficient validation on input data, and 'phishing' for passwords and personal data using targeted spam emails. Software developers are advised to consult the security team’s site http://cern.ch/security for specific advice. The status of installation of standard videoconferencing systems in CERN, and particularly in building 40, was described. When asked about integrating EVO and Indico, E. Etzion said that IT is working on this. Recent and future upgrades to the mail server software and hardware were described, in particular the spam filter was recently upgraded and has significantly reduced the amount of spam.
9. USERS' OFFICE NEWS

C. Onions reported that there will be further changes in the Users’ Office personnel, with one person transferring to IT department at the end of this week. The office will therefore be 1 FTE down during the busy summer period and queues are likely. The post is currently being advertised but is unlikely to be filled until after the summer.

A prototype for testing the Users’ Office functionality of the Pre-Registration Tool (PRT) will be made available for test later in June. With reduced personnel we will not have much time for testing over the summer period.

Two new e-mail notifications have been implemented. Quite a number of users are using their CERN access cards after their CERN contract has expired and they now receive a warning e-mail the day after their contract has ended asking them to either renew their contract or complete the termination formalities.

Users forget to inform us of change of address, change of marital status etc. It is extremely important that we are informed of a change of address, particularly for users in possession of a Swiss AF. Often, new users only have a temporary address when they request a Swiss AF upon arrival. The Users’ Office should be informed of their permanent address as soon as possible. A warning is now sent to those with an AF who still have a temporary address after three months.

As reported at the last meeting, the Users’ Office now refuses the signature of any Team Leader or deputy who has not been officially nominated by their institute. So far this has gone reasonably smoothly, only a few users have had to be turned away.

An EU document describing which types of French cards issued by the MAE allow people to circulate in Schengen countries contained a mistake: users with cards of type FI can circulate freely, with cards of type EF they cannot. The inverse was stated in the EU document and users have had problems, in one case the user was sent back to the UK from Berlin. The error should be corrected by July.

Many users with a Swiss AF do not have a French card from the MAE – they should! In such cases, when renewing their CERN contract the Users’ Office will not extend the contract, and hence the Swiss AF, until a request for a French card is made.

Prototype testing of the electronic exchange of documents with the Swiss Mission will start in September, both with CERN and the UN.

New users now receive a revised information leaflet as well as a copy of the new Safety Leaflet (copies of both were distributed at the meeting).

The Users’ Office Web site is currently being completely redesigned. This is a time-consuming task and there should be more news at the September ACCU.

There have been problems with users losing their dosimeters and refusing to pay for a replacement.

There will be a meeting this month to discuss plans to advance the work on the direct tram between CERN and the city centre (the “direttissima”).
10. ANY OTHER BUSINESS

PH department (together with HR) has established a procedure, to facilitate access to the site for retired users who reside in the local area. They need to complete a memo to be sent to the Department Head and it requires that a member of personnel vouches for them. They must have proper insurance coverage whilst on site. The procedure and template document for making a request can be obtained from the Users’ Office.

The Swiss delegate commented that there is still no bus shelter at Avanchets and asked that CERN intervene. He also raised again the question of a shuttle to and from the Cornavin station, however the Chairman (and others) commented that CERN should concentrate on providing shuttles to areas where there is no public transport.

11. AGENDA FOR THE NEXT MEETING (September 10th, 2008)

The agenda for the next meeting should include an update on safety matters, plus reports from ACCU representatives on other committees. The Swiss delegate asked for a report on the current survey of buildings which is being carried out to ascertain if there are problems with asbestos.

a. ACTION ITEMS

CERN management

- M. Metzger to ascertain the shuttle requirements of the LHC experiments
- M. Metzger to follow up the childcare initiative with the CCCI

ACCU delegates

- J. Salicio Diez to investigate the possibility that teams with cars on long term rental make them available for the short term rental pool when not in use
- J. Salicio Diez to look into equipping cars in the short term rental pool with electronic locks

Chris Onions
June 11th, 2008

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Presentations from the meeting and supporting documents can be found with the minutes on the ACCU web site at

http://cern.ch/ph-dep-ACCU/