

Mandate for the LHC Programme Coordinator

The LHC Programme Coordinator ensures the continuous coordination between those responsible for running the LHC machine and those responsible for running the LHC experiments.

This coordination is aimed at optimizing the efficiency of the data collection for the LHC physics programme. This optimization takes into account: the status of the LHC machine, the status of the LHC experiments and the priorities in the physics programme.

The LHC Programme Coordinator has the authority to take decisions affecting or changing previously agreed running scenarios as he/she sees fit, as long as they are consistent with this mandate and if possible after discussion in the coordination meeting, referred to in the procedure outlined below.

The LHC Programme Coordinator is an ex officio member of the LHC Committee and of the Research Board.

Procedure

The LHC Programme Coordinator is nominated by the Director-General. The LHC Programme Coordinator reports to and consults with the Chief Scientific Officer.

The LHC Programme Coordinator prepares, prior to and during the annual winter shut-down, the LHC running schedule for the following year. This schedule is prepared in consultation with the LHC machine and the LHC experiments, is discussed in the LHCC and is presented for approval to the Research Board.

During LHC running the LHC Programme Coordinator chairs a regular coordination meeting as appropriate. At this meeting the LHC machine and the LHC experiments are represented. The representation should be such that well informed decisions can be taken. For reasons of efficiency the attendance will be limited to four persons representing the machine, including the LHC Project Leader, and one person for each of the experiments (spokesperson or delegate). The LHC Programme Coordinator can at any time invite additional experts he/she wishes to seek advice from.

The LHC Programme Coordinator may be contacted at any time by a member of the coordination meeting with suggestions or requests.

The LHC Start-up Period

A particularly critical period is the period of LHC start-up and initial running. Every effort shall be made to establish a leading competitive position for the LHC as soon as possible. This means, in particular, that a commissioning and running scenario has to be worked out that allows, among other things, coverage of the 'light' Higgs region as soon as possible. A small team of experts will be asked to prepare such a scenario: the Commissioning and Running Advisory Group (CRAG). The LHC Programme

Coordinator will be a member of this team. The members of the team are appointed by the Director-General. The members select one of them as the chairperson. The team reports to the Director-General and the Chief Scientific Officer. The team remains in place beyond LHC start-up in order to update its recommendations in the light of changing circumstances.

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