

*If you are using a printed copy of this procedure, and not the on-screen version, then you **MUST** make sure the dates at the bottom of the printed copy and the on-screen version match. The on-screen version of the Collider-Accelerator Department Procedure is the Official Version. Hard copies of all signed, official, C-A Operating Procedures are available by contacting the **ESSHQ Procedures Coordinator, Bldg. 911A***

C-A OPERATIONS PROCEDURES MANUAL

ATTACHMENT

2.27.a Operations Acceptance of New and Modified Equipment/Systems Checklist

C-A OPM Procedures in which this Attachment is used.		
2.27		

Hand Processed Changes

<u>HPC No.</u>	<u>Date</u>	<u>Page Nos.</u>	<u>Initials</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Approved: _____ *Signature on File* _____
 Collider-Accelerator Department Chairman Date

P. Sampson

Operations Acceptance of New and Modified Equipment/Systems Checklist

System _____ System Expert _____

Is the system New or Modified? (Check one) New _____ Modified _____

I. Safety

A. _____ (ESHQDH) Circle the numbers of the appropriate committees below which must review the new or modified equipment/system.

1. _____ ALARA
2. _____ Accelerator Systems Safety Review Committee
3. _____ Experimental Safety review Committee
4. _____ Radiation Safety Committee

B. _____ (SE) The Chair of each Committee circled above shall sign above indicating committee approval prior to the equipment/system release.

C. _____ (CEE) One Line Diagrams have been updated and approved.

Does New/Modified Equipment need to be LOTO-ed before Ring Entry? Yes _____ No _____

1.) If 'Yes' which LOTO Checklist need to be updated (mark all that apply)

Machine: Booster _____ AGS _____

Restricted Access _____ Controlled Access _____ Group Long Term Shutdown _____

2.) If 'No', then mark 'NA' on steps D, E, & F go to step G.

D. _____ (MSGL) Proper LOTO Checklists have been updated to reflect equipment additions & changes.

MCR and CAS personnel have been made aware of LOTO Checklist Changes

E. _____ (MCRGL or DMCRGL) F. _____ (CASTS)

MCR and CAS personnel have been familiarized with the operational hardware and software associated with the new system.

G. _____ (MCRGL or DMCRGL) H. _____ (CASTS)

Electrical Safety aspects for resets and troubleshooting have been discussed and understood by CAS and MCR.

I. _____ (MCRGL or DMCRGL) J. _____ (CASTS)

MCR and CAS personnel have been familiarized with any hazards associated with the cooling water for the system (if appropriate).

K. _____ (MSTS) L. _____ (WSTS)

II. Operational

A. _____ (SE) The system has been pre-tested and is ready for takeover by Operations.

B. _____ (SE) Training of operators is complete.

C. _____ (CASTS) CAS personnel have been given a tour of the physical layout of the hardware used by the new/modified system.

D. _____ (CASTS) Location of power supplies have been shown to CAS.

E. _____ (CASTS) Instructions on 'Reset' and 'Troubleshooting' of the power supplies have been discussed and understood by CAS personnel.

- F. _____ (MSTS and/or WSTS) CAS personnel have been briefed on the cooling systems for the new system.
- H. _____ (MSTS and/or WSTS) CAS personnel are familiar with methods for securing cooling water for the system.
- I. _____ (CGL) Controls for the equipment has been completed, tested and is ready to hand over to Operations.
- J. _____ (CGL) MCR and CAS personnel have been familiarized with any controls associated with the equipment.
- K. _____ (MSGL) MCR and CAS personnel have been instructed on changes to LOTO Checklists.

III. System Accepted by Operations

- A. _____ (MCRGL or DMCRGL)
- B. _____ (CASTS)

IV. Persons Defined

CASTS	Collider-Accelerator Support Technical Supervisor
CEE	Chief Electrical Engineer
CGL	Controls Group Leader
DMCRGL	Deputy Main Control Room Group Leader
ESHQDH	ESHQ Division Head
MCRGL	Main Control Room Group Leader
MSGL	Maintenance and Accelerator Support Group Leader
MSTS	Mechanical Services Technical Supervisor
SE	System Expert
WSTS	Water Systems Technical Supervisor