



## **MEMORANDUM**

TO: TRIUMF Staff

DATE: October 23, 2009

FILE:

FROM: Lia Merminga, Accelerator Division Head

CC

RE: Organizational Changes in Accelerator Operations

---

Effective November 1, 2009 Accelerator Operations will be organized as follows:

Jamie Cessford will be the Manager of Operations. Reporting to Jamie are the following four groups (see attached organizational diagram): ISAC Operations, 520 MeV Cyclotron Operations, TR13 Operations, and Operations Training.

Jamie will continue to supervise the five 3-person crews that operate the 520 MeV cyclotron and manage its maintenance. As previously, the Operations Manager reports to the Head of the Accelerator Operations Department, a function presently filled by Bob Laxdal and Lia Merminga.

The newly formed Operations Training Group, headed by Jamie, includes the Operations Coordinators and their assistants, Alex Fraser for the cyclotron operators, and Jon Aoki for ISAC. The group's main responsibility is to implement and deliver training for the operators, consistent across the Accelerator Division.

Violeta Toma, in her role as the ISAC Operations Coordinator, will continue to be responsible for the reliable and safe operation of ISAC with the added responsibility of training new ISAC operators. Conny Hoehr will continue to be the Operations Coordinator for TR13.

In an effort to increase the emphasis on safety and QMS in our Division, and in anticipation of Klaus Reiniger's retirement in 2010, the Systems Integration Group has been formed with Roman Ruegg as the Systems Integration Manager. This is a new position reporting directly to the Division Head. The principal responsibilities of this position include:

- Liaison between EH&S and Accelerator Division with regard to safety issues
- Support in ensuring that the accelerator facilities operate safely and in compliance with license requirements
- Support for accelerator systems specifications and commissioning

- Shutdown coordination
- Support for special projects [e.g. BL1A triplet/collimator, new ISIS injection line]

In addition to Roman, the Systems Integration Group includes Pauline Dela Zilwa as the Documentation and Records Management Support Assistant, Mike Hauser as the Technical Writer supporting the increasing documentation effort, and Fred Bach whose duties will be clarified in due course.

I would like to take the opportunity to thank Roman for his support and commitment to Accelerator Operations to date, and in particular for the outstanding job in transitioning Operations to a single group, and ask him to continue to provide his broad knowledge and expertise to maximize operational productivity.

I would like to ask all of you to give your full support to the new Operations management and staff as they work tirelessly to increase our efficiency and maximize the scientific output of our laboratory.

