

List of tasks to be done for the Open Days at LHCb

This is the list of small task that still need to be done for the Open Days.

Poster of Delphi

- Done
- Daniel, Cédric

Logo of LHCb on balcony

- Done
- Daniel

Photo of LHCb and detector schema, Info panel for surface and underground circuit

- Photo of LHCb and detector schema on passerelle, 4 copies A2 glossy - at printshop
- Map for visitor with what available on surface, 6 copies in A3 laminated - at printshop
- Underground circuit, 2 copies A3 glossy, 2 copies A3 laminated - at printshop
- Gloria, Lalaine
- Done

LHCb and CERN logo on helmets

- Done
- Cedric

DMCs for guides

- New and newly configured done, in Gloria's office
- Done
- Gloria

Shopping bags for helmets to carry them

- Done
- Need those from ikea for size
- Thursday - Buy 20
- Gloria and Nathalie

Panels for 'No visitors' and 'LHCb visits' and evacuation arrows

- Replace Evac on balcony and put one on access grid in UX85A
- Friday if still something to do?
- Ben
- Done

Direction on the floor for LHCb visits

- Friday - Put them in place

- Ben and Cedric
- Done

Supplies for gudies

- Little flags for language? little pencils/pens, little torch lamps
- see with secretariat
- Done

Dose cards for volunteers

- Update model
- Put names of volunteers for the days
- Give secretariat to print and cut
- add on reverse phone numbers to remember (and little reminder of what they need to do with dose)
- Thursday or Friday

Toolkits for volunteers

- Boxes (5 at Point8) - Plastic bags at Point8
 - ◆ for surface guides to have: tour de cou, voice amplifier, jacket
 - ◆ for underground guides to have: tour de cou, voice amplifier, DMC, jacket - Lamp and dose report free service
 - ◆ for crowd marshals to have: tour de cou, TETRA, jacket - Lamp and dose report free service
 - ◆ for all others: tour de cou + jacket
- Prepare on Thursday (8+8) and Friday
- Gloria, Nathalie, Joel
- Done

Cleaning workshop

- Friday afternoon
- Cédric
- Tengiz
- Ben

Emptying buffer zone

- From Wednesday to Friday afternoon
- move rad mat on storage, the rest on offices or rad labs
- Gloria, Frank, etc.
- If possible

Remove traceability station from UX85 door

- Done / network connector must be left in place until Friday evening (can be left in place?)
- Loic

Put barriers

- Underground Friday - Done
- Surface Friday afternoon - PZ access missing.

Light on cherry picker for shaft

- Done
- Cédric

This topic: LHCb > LHCbOpenDays
Topic revision: r9 - 2013-09-27 - GloriaCorti



Copyright &© 2008-2019 by the contributing authors. All material on this collaboration platform is the property of the contributing authors.
Ideas, requests, problems regarding TWiki? Send feedback