

Charge to the Review Committee of HPS ECAL project

Thank you for agreeing to review ECAL Project of Heavy Photon Search (HPS) experiment. It is expected that electron beams for HPS engineering run in Hall-B will be available early October-November of 2014. The HPS collaboration aims to have detectors installed and ready for commissioning with beam in October of 2014. In your review, please evaluate how ready the ECAL Project is to move forward to the construction phase, and towards the installation at JLAB by September'14. In particular, what would be the impact on the schedule implementation of a new large area APDs.

Specific aspects of the project that must be addressed are:

- 1. Are the detector specifications clearly defined and reflect the physics requirements?**
- 2. Does the detector design meet the required specifications?**
- 3. Are the interfaces with the other sub-system sufficiently understood, e.g. Beamline, Slow Control, TDAQ.**
- 4. Does the team have a schedule for the project that allows the installation of the calorimeter in September'14?**
- 5. Is planning underway for initial "rough" calibration, final calibration, and commissioning? Who will have responsibility for these areas?**
- 6. Are there remaining issues in the project that require additional R&D and/or design changes?**
- 7. Can the project adequately justify the cost and are the necessary funds secured?**
- 8. Has a quality assurance plan be developed and put in place?**
- 9. How will INFN and Orsay coordinate overall project management, budget shortfalls, manpower shortages, or schedule overruns?**
- 10. Other Comments**

Your advice on the review of the ECAL Project is greatly appreciated.