Dear Colleagues,

A. Ball and myself we have agreed to hold an Engineering Design Review (EDR) of the TOTEM T2 detector (TOT_EDR_02). This Engineering Design Review is part of the follow-up process of the LHCC and requested by the CERN Chief Scientific officer.

**Venue:**

The TOT_EDR_02 will be held at CERN on 31 January 2006 in 28-S-029 starting at 8:30.

The closed session of the Committee will be held on 31 January from 14:30 to 16:00 in the same room.

The open closed-out presentation will be held from 16:00 to 16:30 in the same room.

It is planned to finish by 16:30.

**Scope and Goal:**

The scope and goal of the TOT_EDR_02 are twofold:

1) Review the situation of the T2 detector;

2) Approve design and plans for manufacturing the complete T2 detector.

Project organization, quality control, documentation, final installation, integration of services, schedule and safety questions, related to the T2 detector shall be addressed.

**Link-person:**

I have nominated Marco Oriunno, marco.oriunno@cern.ch, as the Link-person (LP_EDR) for TOT_EDR_02.

Marco will be in charge of the organization and of the timely distribution of documents.
Documentation:

Documents, in particular documents related to parts for which a definitive approval is sought, shall be distributed to the Review Committee at least one week in advance.

Report:

The outcome of the TOT_EDR_02 shall be summarized in a report written by the reviewers and signed by the TCs.

This report will be distributed to members of the CMS and TOTEM management and the LHC Referees.

This report will summarize the findings of the TOT_EDR_02 and in particular it will stress if some items have to be revisited, and by whom and in which time span, before the final green light is to be given.

Attendance:

The TOT_EDR_02 is open to all CMS and TOTEM Collaborators and the LHC Referees.

Agenda:

The presentations are scheduled for 20’ with 5’ discussion.

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speaker</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30</td>
<td>Introduction</td>
<td>E. Radermacher</td>
</tr>
<tr>
<td>8:40</td>
<td>GEM detector requirements and performance</td>
<td>L. Ropelewski</td>
</tr>
<tr>
<td>9:05</td>
<td>GEM design and construction</td>
<td>K. Kurvinen</td>
</tr>
<tr>
<td>9:30</td>
<td>Quality Control</td>
<td>T. Hildén</td>
</tr>
<tr>
<td>9:55</td>
<td>Supplies, cabling and installation in CMS</td>
<td>M. Oriunno</td>
</tr>
<tr>
<td>10:20</td>
<td>The gas system</td>
<td>S. Haider</td>
</tr>
<tr>
<td>10:45</td>
<td>Coffee</td>
<td></td>
</tr>
<tr>
<td>11:00</td>
<td>Radiation levels at detector</td>
<td>M. Huhtinen</td>
</tr>
<tr>
<td>11:25</td>
<td>Readout electronics</td>
<td>W. Snoeys</td>
</tr>
<tr>
<td>11:50</td>
<td>Trigger Hardware</td>
<td>N. Turini</td>
</tr>
<tr>
<td>12:15</td>
<td>Schedule (15’)</td>
<td>K. Kurvinen</td>
</tr>
</tbody>
</table>
12:30  Lunch
14:30  Closed session
16:00  Open closed-out presentation
16:30  End of EDR

Committee:

As TOTEM TC I will chair the Review Committee together with A. Ball as co-chairman.

Members of TOTEM:

G. Catanesi
K. Kurvinen
R. Lauhakangas
M. Lo Vetere
R. Orava
M. Oriunno
L. Ropelewski
A. Scribano
W. Snoeys

Non-members of TOTEM:

A. Ball (PH/CMM)
G. Faber (ETH Zürich, CMM)
C. Joram (PH/DT2)
A. Placci (PH/DT2)
P. Jarron (PH/MIC)
C. Wulz (Univ. of Vienna/CMD)

E. Radermacher