

1 Execution plan
2
3 We have to provide the execution plan for SA1 by 30th June 2004. There is a long process which is required to get it through acceptance by the end of July.
4
5 We have to be able to provide more detail on the contents of the plan by the AAM on 18th June.
6
7 CERN in the role of OMC will co-ordinate the preparation of the overall plan. However we need a short document from each ROC describing its execution plan. This will form part of the SA1 execution plan.
8
9 I attach 6 documents:
10
11 - roc-exec-plan-01.pdf
12 - EGEE-ROC-IMPLEMENTATION.doc
13
14 - risk_sheet_02.doc
15 - risk_assessment_notes_02.doc
16
17 - Training_French_Federation.doc
18 - EGEE-SA1-Training.doc
19
20 Execution Plan
21
22 The file roc-exec-plan-01.pdf gives the section headings for the plan. If each ROC uses the same headings, it will make it very much easier to compare one with another. If you have nothing to say about some thing, then simply include the heading and say that you are not saying anything!
23
24 The file EGEE-ROC-IMPLEMENTATION.doc is a first pass at doing a roc exec plan done by the UK. It does not conform to the standard section headings, but Dave Kant has agreed to rework it. It does however conform to the documentation standards.
25
26 Risk assessment
27
28 The file risk_sheet_02.doc contains a form to be completed to provide a risk assessment.
29
30 The file risk_assessment_notes_02.doc provides advice on completing the form.
31
32 Training plan
33
34 The file EGEE-SA1-Training.doc contains generic details about training within SA1.
35
36 The file Training_French_Federation.doc contains details of the French implementation.
37
38 If you have questions, or comments, then please send them to me. I shall endeavour to resolve them as quickly as possible.
39
40 Alistair Mills
41 +41 22 767 4741
42 Alistair.Mills@cern.ch
43
44