

Maintenance

2.0

Effective Date 1/1/99

3.0

Scope

This policy covers all of the maintenance activities at the laboratory.

4.0

Applicability

This policy applies to all employees of Fermilab and Users, Visitors, Fermilab contractors and their subcontractors when on-site.

5.0

Policy

Fermilab has four general goals for its maintenance program.

1. That facilities and equipment are maintained in an operating and safe condition.
2. That maintenance operations are conducted in a safe, deliberate and efficient manner.
3. That maintenance activities are carried out with minimal impact on facility or equipment availability.
4. That systems are maintained with the objective of achieving high reliability within an established budget.

To achieve these goals, Fermilab incorporates the following specific policies.

Facility Maintenance:

Fermilab will carry out facility condition assessment surveys on a three-year cycle. The facilities surveyed will include all buildings, structures, and utilities. The results of the assessment will be incorporated into a Maintenance Management Plan that will

include prioritization of tasks and a long-term schedule for completion of maintenance related tasks.

Accelerator and Beam-Line Maintenance:

The accelerators and beam-lines will be treated as systems with specific operating goals. The relative success of achieving these goals will be tracked by performance measures. Goals are established by agreement with the Director. The maintenance program will be designed to meet the goals established for each accelerator and beam-line.

Fermilab's operating goals for accelerator and beam-line systems will include:

Operating Reliability, including up-time and availability.

Impact on ES&H. For example, to minimize waste streams, minimize accident loss time, and to provide healthful working conditions.

For each accelerator or beam-line system, the maintenance plan will be designed to optimize predictive, preventative and corrective maintenance activities during scheduled and unscheduled shutdowns. Each shutdown will be uniquely configured to balance the activities, logistics and crafts required. During periods of machine operations, short maintenance shutdowns are discussed at regularly scheduled operations meetings and then coordinated by the Beams Division Run Coordinator. For longer shutdowns, plans are presented at the weekly scheduling meeting and approved by the Director.

Detector Maintenance:

Major detector systems will be treated as systems with specific operating goals, including specific goals for up-time and availability. The relative success of achieving these goals will be tracked by performance measures. Goals are established by agreement with the Director.

Research equipment will be maintained under the direction of a responsible research scientist. Maintenance will be commensurate with the requirements of the research being done with the equipment. The maintenance program will include a budget and schedule, and a mechanism for tracking equipment failure. A program for preventive and predictive maintenance should also be developed if appropriate.