



**CANADA'S NATIONAL LABORATORY FOR
PARTICLE AND NUCLEAR PHYSICS**

**LABORATOIRE NATIONAL CANADIEN
POUR LA RECHERCHE EN PHYSIQUE
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18 November 2008

Colin Gay, Chair
TRIUMF Policy and Planning Advisory Committee

Dear Colin,

Thank you again for your leading role in preparing the February 2008 report of the TRIUMF Policy and Planning Advisory Committee (PPAC) that played such an instrumental role in shaping the TRIUMF Five-Year Plan.

The next scheduled meeting for PPAC is Wednesday, December 10, 2008. The TRIUMF Five-Year planning process provides TRIUMF and its community with broad priorities. I seek your committee's advice on procedures for setting short and medium-term priorities for use of TRIUMF resources. In addition to beam time and rare isotopes for applications such as life sciences, these resources include engineering, technical, and administrative support; machine shop and design office time; and accelerator expertise.

While there are well-defined procedures and established committees (the Experiments Evaluation Committees) for allocating resources for on-site experiments, the evaluation process for offsite experiments and onsite facilities is less well defined and the committees tend to be *ad hoc*. The off-site experiments include ATLAS, T2K, ALPHA, SNOLAB, Q_{weak} , Super B and the LHC upgrade. Onsite facilities include β -NMR, TITAN, EMMA, GRIFFIN, IRIS, and Ultra-Cold Neutrons (UCN). They may originate either from TRIUMF scientists or university researchers.

Please prepare a short report (a clear, concise set of slides using PowerPoint is fine) that addresses the following tasks.

- Identify the existing primary documents that should be considered when formulating priorities (*e.g.*, NSERC SAP long-range plan, TRIUMF Five-Year Plan report, and so on) and their relative importance.
- As a national resource for the scientific community, TRIUMF provides specialized services, skills, and expertise. How should the deployment of these resources be determined on a medium-term basis? When new medium-size opportunities become

available, what criteria and what process can be used to determine the appropriate level of TRIUMF involvement? Should there be more standing committees like the EECs facilities or more reliance on *ad hoc* committees?

- Comments on procedures for previewing proposals (e.g., GRIFFIN, UCN) to external funding agencies (such as NSERC, CFI, CIHR) that would draw on TRIUMF resources if funded. Should considerations about the finite nature of TRIUMF resources be incorporated; if so, how?
- Propose and discuss mechanisms for keeping these priorities up-to-date and in alignment with the community's objectives. Should there be a regular review, perhaps conducted by PPAC?

The objective here is to get practical strategic advice on how to manage TRIUMF's strategic and tactical decisions. You may find it appropriate to comment on related issues and I request that we keep this a forward-looking report.

Sincerely,

Nigel S. Lockyer
Director