Monday July 17, 2017

Dear Run Group A spokespersons,

In the attached file please find the charge for CLAS12 “Ready for Science Review”. The date of the review is fixed for September 25-26, 2017. By the review, as collaboration, we have to demonstrate that we are ready to start delivering CLAS12 science starting Day 1. The hardware, online, calibration/commissioning is the responsibility of the entire collaboration. Organization of the physics data analysis of specific experiments is the responsibility of the spokespersons.

The first item in the charge “*Review the readiness of the “CLAS12 First Experiment” effort to coordinate the CLAS collaboration in the task of producing first rate science in course of and following the data taking period, and be ready for expedient analysis and result publications (this includes both understanding the detector and having the simulations and reconstruction software in place for physics.)”*

The first step to start addressing the charge is to finalize the experiment configuration, and begin detailed experiment simulations.

Experiment configuration parameters:

* + Beam energy: Defined to be 10.6 GeV
	+ Beam polarization requirement: highest polarization
	+ Target: 5 cm liquid hydrogen target with Al window
	+ Magnetic field of the TORUS: Need simulation
	+ Magnetic field of the Solenoid: Need simulation
	+ Trigger(s): task force will be appointed
	+ Operating Luminosity: task force will be appointed

In order to come up with the optimal configuration maximizing the science output we need to complete the simulation of every approved experiment studying resolutions and acceptances. In order to optimize resources, I have grouped the 13 approved experiments by topics/final states. I have also appointed one person responsible to coordinate the effort of different experiments within each working group. Below is the list:

* + **Group 1**: E12-06-119, E12-06-108 and E12-12-007**(Latifa)**
	+ **Group 2**: E12-06-112, E12-06-112A and E12-06-112B/E12-09-00
	+ **(Harut)**
	+ **Group 3**: E12-12-001and E12-12-001A **(Stepan)**
	+ **Group 4**: E12-09-003, E12-06-108A, E12-06-108B **(Ralf)**
	+ **Group 5:** E12-11-005 and E12-11-005A **(Marco)**

Each group will perform simulation with the following magnetic field configurations and determine the optimized configuration of the working group:

* Solenoid: 60% and 80%
* Torus: +75% and -75%

The second step is to determine from each group what would be the first physics results that could make the first CLAS12 PRL publication, and what is the minimum integrated luminosity required.

To finalize the experiment configuration and take steps toward the first CLAS12 publication. We will have a meeting on August 16, to review the status, and a final meeting on September 16 to finalize the configuration and see more advanced simulations/data analysis for each experiment.

Please let me know by Tuesday July 18, if you have any questions, and if you would like to have different person as the contact for your working group.

Best regards,

Latifa