

Subject: Checklists for Hall D Readiness

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Dear colleagues,

The system for Hot Checkout for Hall D has been setup at
<https://accweb.acc.jlab.org/hco/checklists>

Every group involved in verifying that a system is ready to take data will need to create a checklist for each subsystem. These will be used to check that detector is ready to take data. If you go to that website, you can select your group from the pulldown menu to see which checklists need to be filled out. You must first sign on to the system using your CUE name/password. Anyone can then fill out a checklist. A member of that group can then "publish" the checklist, i.e. make it publicly available. The system is fairly straightforward to use. Let me know if you have any questions.

We need to get these checklists filled out over the next two weeks.

Thanks, Elton.

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