

WP3 Excellence of access to the infrastructure



WP3 includes 5 tasks related to the access, in different domains but with the common aim to improve the whole access organisation for the user at all stages :

Task1: Definition of access policy to researchers, organization of the logistic support for researchers, management of IPR and ethical issues

Task 2: Assessment of the costs for serving the users

Task 3: Data management

Task 4: How to improve efficiency: studies of Ganil performance capabilities

Task 5: Organisation of personnel exchange and training

WP3 Excellence of access to the infrastructure



Task1: Definition of access policy to researchers, organization of the logistic support for researchers, management of IPR and ethical issues

- Definition of a new User Office (March 21)
- Update of the access policy rules for academic and industrial users of GANIL (March 21)

Task 2: Assessment of the costs for serving the users

- Tool for operation costs modeling according to beam time and experiments scenario (Sept 20)

Task 3: Data management

- Data Management Plan (Sept 20)

Task 4: How to improve efficiency: studies of Ganil performance capabilities

- Report on the new organisation of GANIL (March 21)

Task 5: Organisation of personnel exchange and training

- Elaboration of a **mobility agreement** between GANIL and its partners ready for signature (March 21)

WP3 Task 1: Definition of a new user office



New user office:

Reminder of the objective :

→ facilitate access for researchers through simplified welcome procedure and administrative support

Work implemented since the start of the project :

- Collect of information through interviews with participants in the welcome activity and analyze of existing documentation;
- Identification of the dysfunctions and proposals of improvement ;
- Inquiry on welcome organization in similar laboratories ;
- Inquiry of the possibilities to dematerialize the process
- Presentation to management and definition of the perimeter
- Draft the the deliverable and definition of an action plan for the implementation

WP3 Task 1: Definition of a new user office



New user office: writing of the deliverable structured around three parts.

1) Diagnosis: Current organization

→ *Result of the internal diagnosis carried out by interviews and analysis of existing procedures*

2) Benchmark: organization of user offices in other similar centres

→ *Result of the external diagnosis following a benchmark in similar laboratories*

3) Definition of the new User Office

3.1 Organizational proposal

→ *Between the current organization and the dematerialization of the reception process*

3.2 Stages of implementation

- Management validation (in progress);
- Development of the software used for experiments proposal in view of an extension to the whole welcome process;
- Formalization of the user office (with a chart organisation, definition of tasks, tools available..).

The annexes of the deliverable will include two organizational flowcharts (in in parts 1 and 3.1) and an action plan (part 3.2)

WP3 Task 1: Update the access policy rule



Update of the access policy rules: [plan of the deliverable in progress of writing](#)

- Excellence-driven mode:
 - Access procedure from the application to an experiment to its dismantling taking into account scientific evaluation, technical feasibility and availability of the facility
 - Code of conduct
 - Compliance with access regulation (health, training, radiation protection)
 - Technical support
 - Administrative support (new user office in progress of definition)
 - Ganil Contact Person allocated to an experiment

Open access mode:

- Access to a range of remote IT services offered by GANIL, according to the statute of the user
- Access to data in relationship with rules defined in the DMP and the data policy, including IPR and data restriction access

WP3 Task 4: Improve Efficiency



- **Aim:** improve the efficiency, simplify the governance and the processes and clarify the missions and responsibilities at all levels (Division, group, individual)
- **Calendar:**
 - Start of the reorganization project: May 2018
 - Definition of the new organization (organization chart): 1st February 2019
 - Rewriting of the processes (addition of a process dedicated to the welcome of experimenters)
- **Deliverable:** report on the new organization of GANIL

WP3 Task 4: How to improve efficiency



Report on the reorganization of GANIL: plan of the deliverable

1- Approach undertaken

- **Via working groups in a spirit of co-construction and share of experiences**

- **Through 10 Priority areas of work from the organizational diagnosis**

- Organization of work and governance (decompartmentalisation, collaborations, clarifications, simplifications ...)
- Vision and scientific strategy
- Project management, prioritisation of activities, distribution of load plans
- Human Resources Management
- Budget and purchasing management
- Safety steering
- Functioning and managerial model
- Quality and process control
- Social relations
- Quality of life at work

WP3 Task 4: How to improve Efficiency



Report on the reorganization of GANIL: plan of the deliverable

2- Description of the new organisation

- **Main characteristics**
 - **Division by processes (enhance the transversality of activities)**
 - **Clarification of role and responsibilities**
 - **Transversal management**

- **Description of the new governance, divisions and groups**

3- Actions to be followed up after the reorganization

Annex – Chart organisation

WP3 Task 5: Organisation of personnel exchange and training



AIM :

Developping collaborations between GANIL and partners to

- Favor the exchange of personnel and training programmes on fields of common interest
- Benefit from highly qualified staff for the running of the facilities and assure the excellence of access to the infrastructure

DELIVERABLE:

Elaboration of a **mobility agreement** between GANIL and its partners ready for signature (M36 + 9 months) March 21

-> Two drafts of mobility agreements elaborated:

- For visiting scientists programmes: validated by working group on GANIL internationalization and sent for validation to the GUEC
- For all partners' staff exchanges in the frame of collaborations: short and long term mobilities

-> Unfortunately, no possibility of testing the schemes proposes because of the sanitary crisis