Mandates of the ECM, OPS and SCM Meetings (V4 – 15.12.2006)

Experiments Coordination Meeting (ECM)

Previously "Resource Scheduling Meeting (RSM)" but this title did not fully reflect the goals of the meeting

Weekly Meeting (Monday 3 PM)

Agendas: http://indico.cern.ch/categoryDisplay.py?categId=1228
Mailing List: lcg-experiment-coordination@cern.ch

Participants
Service Coordination (SC) Team representatives, Experiment Integration Support (EIS) Team, Experiment representative, Chief Architect (Bernd Panzer), Olof Barring

Mandate

- Reviews the current and medium term resource requirements of the experiments
- Reviews changes in the experiments requirements that need to be taken into account by the sites
- Follows the status of the major and critical service problems not resolved at local SCM meetings
- Reviews generic service problems
- Priorities problems to be presented at OPS meeting
- The SC team informs the sites of the changes in requirements to the Operations Meeting
- Escalates to the MB when appropriate (via the SC or the experiments representatives at the MB)

Operations Meeting (OPS)

Weekly Joint Operations meeting (chair: M.Barroso or N.Thackray)

Agendas: http://indico.cern.ch/categoryDisplay.py?categId=258
Mailing List: grid-operations-meeting@cern.ch

Participants
WLCG Tier-1s sites representatives, other major sites that are part of the EGEE infrastructure, The EIS team, LCG Service Coordination Team, OSG operations team, NDGF operation team EGEE operations team, EGEE ROC managers, WLCG coordination representatives, other site representatives (optional), GGUS representatives, other VO representatives

Mandate

- Provides the operational coordination across the sites taking part in the LCG services, as well as providing the basic operational coordination of the EGEE grid infrastructure.
- Discusses and solves operational issues from the previous week, as raised by ROCs and VOs.
- ROCs and VOs are supposed to send their weekly reports well before the meeting and to raise in advance the issues to discuss.

- The operational issues at Tier-2 sites that do not attend the meeting are the handled through the EGEE Regional Operations Centres and the US Tier-1s.
- The LCG SC Team provides the link with the experiments, and ensures that the planning and operational issues of the LCG services are fed into the meeting.
- Problems and action are discussed, assigned to the relevant teams, and followed-up at the Operations Meeting until they are solved or escalated.
- Escalate any generic m/w problems to Grid deployment team or middleware provider

Service Coordination Meeting (SCM)

Agendas: http://indico.cern.ch/categoryDisplay.py?categId=654
Mailing List: lcg-service-coordination-meeting@cern.ch

Each Tier-1 should have a similar format meeting.
Weekly Meeting

Participants
The centres' Service Coordination Team, experiments contact people

Mandate
- Reports and discusses issues with each LCG service supported at the centre
- Defines priorities of local bug fixes discussing each of them between users and service providers
- Escalates generic service problems to the OPS meeting
- Defines and discusses the deployment and delivery of the Tier-1 services

Additional CERN Information

The Operations Coordination team: Maite Barroso and Nicholas Thackray.

The Service Coordination team: Jamie Shiers, Harry Renshall, James Casey, Maarten Litmaath, Flavia Donno.

The Experiment Integration Support (EIS) team: Andrea Sciaba, Simone Campana, Patricia Mendez Lorenzo, Roberto Santinelli.

History of the Document

V1.	First Version.	A.Aimar
V2.	Modified	J.Shiers
V3.	Reviewed and modified	N.Brook
V4.	Renamed. Updated links to meetings and mailing lists	A.Aimar