



**Department of Energy**  
Washington, DC 20585

July 30, 2007

Dr. James Alessi  
Mail Stop 0930  
Brookhaven National Laboratory  
Upton, NY 11973

Dear Dr. Alessi:

The Office of Nuclear Physics Facilities and Project Management Division is organizing the Annual Progress Review of the Electron Beam Ion Source (EBIS) Pre-injector for the Relativistic Heavy Ion Collider (RHIC). As you are aware, this review will take place at the Brookhaven National Laboratory (BNL) on September 19-20, 2007. A list of the review panel members and anticipated Department of Energy (DOE) participants is enclosed.

The purpose of this review is to evaluate and comment on any relevant aspect of the EBIS project. However, the focus of this review will be on the following main topics:

- a. The significance and merit of this project;
- b. The status of the technical design, including completeness of technical design and scope, feasibility and merit of technical approach;
- c. The feasibility and completeness of the budget and schedule, including availability of manpower;
- d. The effectiveness of the management structure; and
- e. Other issues relating to EBIS Pre-injector.

I will be chairing the review. The first day will consist of presentations by the laboratory and executive sessions. The second day will include executive session and preliminary report writing; a brief close-out will end at 3:00 p.m. Preliminary findings, comments, and recommendations will be presented at the close-out.

The panel members have been instructed to contact Sandy Asselta at BNL at (631)-344-4550 or E-mail: [sandylee@bnl.gov](mailto:sandylee@bnl.gov) regarding any logistics questions. Word processing, secretarial assistance and wireless internet connection should be made available during the review. You should distribute relevant background and project materials to the panel prior to the review.



I greatly appreciate your efforts in preparing for this review. It is an important process that allows our office to understand the project and its readiness to proceed with fabrication. I look forward to a very informative and stimulating visit.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jehanne Simon-Gillo', with a stylized flourish at the end.

Jehanne Simon-Gillo  
Director  
Facilities and Project Management Division  
Office of Nuclear Physics

Enclosure

cc: Mike Butler, BNL Site Office  
Derek Lowenstein, BNL  
Peter Bond, BNL  
Frank Sulzman, NASA  
Steve Tkaczyk, DOE