



## REINFORCING COOPERATION BETWEEN THE EMERGENCY SERVICES



Representatives (\*) of Switzerland, France and CERN signed the tripartite agreement concerning mutual assistance between their respective emergency services. (Image: Sophia Bennett/CERN)

On 8 December, CERN and its two Host States signed a tripartite agreement concerning mutual assistance between their respective emergency services for rescue operations on the CERN site. In plain language, this agreement sets out an improved definition of the framework for operations by the emergency services of CERN, Switzerland and France in the event of emergencies on the CERN site and in the surrounding area.

Operations by the emergency services of the two Host States were previously governed by two documents signed by CERN, one with the local authorities in Geneva and one with the Ain *département*. However, in order to establish a more appropriate legal framework and to ensure more efficient coordination, a tripartite agreement replacing the local arrangements appeared to be a more appropriate solution.

"This agreement is important because it gives us a solid base from which to develop cooperation between our emergency services," says Simon Baird, head of the HSE Unit. "We will develop joint procedures and training exercises, and CERN's Fire and Rescue Service will be able to benefit from the experience of the services in France and Switzerland."

In the spirit of this reinforced cooperation, CERN and its two Host States have started to work together on major accident scenarios, for example.

This is the third tripartite agreement that CERN has signed with its two Host States, following the conclusion of an agreement on protection against ionising radiation and another on the law applicable to contractors working on the CERN site.

(Continued on page 2)

## A WORD FROM MARTIN STEINACHER

### CERN PLAYS ROLE IN GENEVA GENDER CHAMPIONS INITIATIVE

One year ago, an idea was launched to pool the collective efforts of women and men working in Geneva's international community to tackle the obstacles standing in the way of gender equality. An initiative of the United Nations, the Geneva Gender Champions initiative invited ambassadors and leaders of international organisations and NGOs to pick up the challenge, and CERN was among the first to sign up.

(Continued on page 2)

## In this issue

### News

Reinforcing cooperation between the emergency services	1
A word from Martin Steinacher	2
LHC Report: far beyond expectations	2
We want your old tapes!	3
Rolf Heuer awarded prestigious French honour	4
Crystal Clear celebrates 25 years	4
Computer Security: a few Christmas goodies for you security	5
New arrivals-December 2016	5
PACMAN and CERN meet the HES-SO	6
The 4th ALICE, ATLAS, CMS and LHCb Career Networking Event	6
Collaboration agreement between CERN and the École des Mines	7
CMS Create #2: Big ideas to boost CMS exhibition	7

### Official communications

### Announcements

### Obituaries

### Ombuds corner

8

11

12

13



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# A WORD FROM MARTIN STEINACHER

## CERN PLAYS ROLE IN GENEVA GENDER CHAMPIONS INITIATIVE

One year on, the initiative has spread beyond Geneva to the UN in New York, and it goes under the name of International Gender Champions. The initiative's recently published first Annual Report makes for very refreshing reading: it shows that with effort, effective changes can be made.

The main pledge of the Geneva Gender Champions initiative was to achieve gender balance on the many expert panels that are hosted in Geneva each year, but the brief soon went further. Each participating organisation was asked to make two commitments specific to their own organisations. Some 122 leaders and ambassadors from across the spectrum of international Geneva committed to making over 300 tangible actions to advance gender equality in their organisations, and these have already made a difference.

For the first year of the initiative, CERN's commitments were to ensure that women be represented among CERN personnel welcoming high-level visitors to the Laboratory, and to develop actions to encourage girls to take science and technology subjects at school. Both of those objectives have now been incorporated into CERN's work, and for the second year of the initiative, our Champion, Director-General Fabiola Gianotti, has committed to improving gender diversity in CERN's public image by adjusting the gender balance of photos and graphics used on the website, ensuring more female speakers at events hosted at the Globe, and including slides on diversity in presentations to high-level visitors.

Furthermore, as the initiative matures, impact groups are being set up by the Geneva Gender Champions to cover the five thematic areas of representation,

change management, trade, health, and science and innovation. The role of these groups is to identify areas where there are gender blind spots or opportunities, and to develop at least three strategic objectives leading to gender balance. CERN will be taking a leading role in the science and innovation group.

After just one year, the Geneva Gender Champions initiative has clearly shown that if the will is there, change can happen. Its overarching aim is to make international Geneva a leader in gender equality. As a leader in science and technology, it's only natural for CERN to take its place in the vanguard of this important new movement.

Martin Steinacher  
Director for Finance and Human Resources



## REINFORCING COOPERATION BETWEEN THE EMERGENCY SERVICES

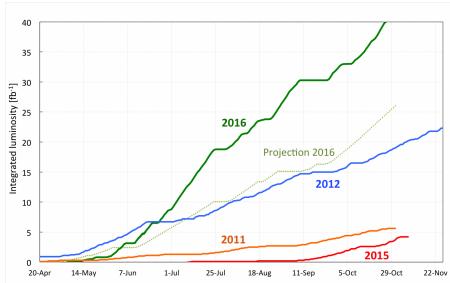
"The signing of these agreements demonstrates the excellent collaboration between CERN and its Host States," concludes Friedemann Eder, Head of the Relations with the Host States Service.

Read the Press Release from the Swiss Federal Department of Foreign Affairs here (<http://www.eda.admin.ch/eda/fr/dfae/actualite/informations-dfae.html/contenu/eda/fr/meta/news/2016/12/8/64867>).

(\*) Elisabeth Laurin, Ambassador, Permanent Representative of France to the United Nations in Geneva and to international organizations in Switzerland, Fabiola Gianotti, CERN Director general, and Roberto Balzaretti, Director, Directorate of Public International Law, Swiss Federal Department of Foreign Affairs.



# LHC REPORT: FAR BEYOND EXPECTATIONS



The integrated luminosity of the LHC with proton-proton collisions in 2016 compared to previous years. The integrated luminosity achieved in 2016 far surpassed expectations. (Image: CERN)

On 5 December, the 2016 LHC run came to a close, marking the end of the first full year of data-taking at a beam energy of 6.5 TeV. Over the past year, the machine delivered peak proton–proton luminosity well above design levels to ATLAS and CMS, coupled with excellent availability. ALICE and LHCb also enjoyed sustained operation at their requested levelled luminosity values. The impressive final 2016 totals of  $40 \text{ fb}^{-1}$  to ATLAS and CMS,  $1.9 \text{ fb}^{-1}$  to LHCb and  $13.4 \text{ pb}^{-1}$  to ALICE reflect the immense amount of effort that has gone into the preparation of beam in the injectors and the performance of the accelerator systems. They also reflect the established level of understanding and control, to maximise overall performance while safely and relentlessly driving the beams through the complex operational cycle.

This level of control is shown in the flexibility of the LHC during dedicated special physics runs and a diverse and dynamic machine development programme. Special runs in 2016 included a challenging set-up with very large beams at the interaction points of ATLAS and CMS. These were needed for the forward physics experiments, ALFA, TOTEM and AFP, allowing them to successfully probe the very small angle proton–proton elastic scattering regime. However, a real demonstration of the maturity of the LHC came at the end of the year.

The 2016 run ended with four weeks of a very successful proton–lead run. For this run, the experiments had requested a variety of specific operating conditions, at two different collision energies.

A key part of the proton–lead strategy was to operate very efficiently in an initial run at a collision energy of 5.02 TeV, with luminosity levelled at a low value for a special mode of data-taking in ALICE. This allowed the fills to be very long; indeed, in the week from 10 November, the LHC spent 75.8 % of the time colliding in “stable beams” at constant luminosity and notched up a new record for its longest fill (almost 38 hours).

After that, the schedule recovered from initial delays. But the pressure on the many teams did not abate, as they pushed on

to set up a new configuration for the maximum energy of 8.16 TeV. The fills became much shorter as the lead beam was burned away at high luminosity.

A week later, following a short run for the LHCf experiment, the directions of the beams were reversed in yet another set-up phase.

Thanks to the performance of the injectors and a number of improvements in the LHC, the luminosity was pushed up to 7.8 times the design value set a few years ago. It could have gone even further had the intense flux of lead beam fragments from the collisions not risked quenching nearby magnets.

On the last day of the run, the LHC returned to the initial configuration and topped off the data taking at 5.02 TeV.

By the end of the 2016 proton–lead run, every one of the high-priority goals (plus some subsidiary ones) for ATLAS, CMS, ALICE and LHCb had been comfortably exceeded. For example, ATLAS and CMS received about  $190 \text{ nb}^{-1}$  of integrated luminosity at 8.16 TeV, almost twice the goal. A proud end to an exceptional year of LHC performance.

*John Jowett and Mike Lamont*



## WE WANT YOUR OLD TAPES!



Archive footage from the Swiss television dated back from October 1953. You can find this video on CDS (Video: Cinémathèque Suisse)

CERN's audiovisual archives, which consist of magnetic tapes and films, will be the subject of a special digitisation campaign in 2017. As time passes, these precious records of the Organization's history are under threat of disappearing. The Memoriav foundation (<http://memoriav.ch/>), which is responsible for the preservation of Switzerland's audiovisual heritage, has agreed to finance a second life for these images of our heritage.

Since the 1960s, CERN's audiovisual operators and experts have regularly produced films about the life of the Organization, the construction of the accelerators, results from the experiments, visits by celebrities and recordings of lectures given at CERN.

Some of these gems, such as the first conference on the World Wide Web in May 1994 or the construction of the first proton collider, the Intersecting Storage Rings (ISR), in 1968, are hidden away in invisible collections.

In order to preserve these films for the long term, several thousand magnetic tapes (U-matic, Betacam, VHS, etc.) have been catalogued, ready to be digitised as efficiently as possible. Compressed video formats will also be created so that the films can easily be watched online. The films will enrich the video library already available on the CERN Document Server, as well as on the Swiss portal Memobase (<http://memobase.ch/>), which contains all of the her-

itage material preserved with Memoria's support.

During the cataloguing of CERN's audiovisual productions, several films have been found "by chance" tucked away at the bot-

tom of forgotten boxes! Original recordings might also be hidden in a cupboard in your office. If so, don't wait for the colours to fade, for the sound to become inaudible or for "sticky-shed syndrome" or demagnetisation to destroy the content once and for all.

Contact [video-digitization@cern.ch](mailto:video-digitization@cern.ch) without delay to include your videos in the 2017 digitisation campaign!

Jean-Yves Le Meur



## ROLF HEUER AWARDED PRESTIGIOUS FRENCH HONOUR



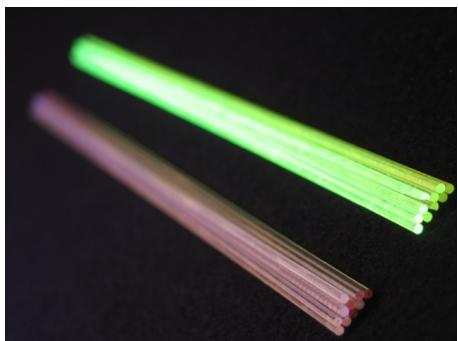
Surrounding Rolf Heuer, who has received the Légion d'Honneur, from left to right: former CERN Director-General Herwig Schopper, Director-General Fabiola Gianotti, French and Swiss ambassadors Elisabeth Laurin and Valentin Zellweger (Image: CERN)

Former CERN Director General Rolf Heuer has been appointed a *Chevalier de la Légion d'honneur* (Knight of the Legion of Honour), one of the highest recognitions of achievement in France. Heuer, who is currently president of the German Physical Society (DPG) and president-elect of the SESAME Council, among other roles, was presented with the medal on 22 November 2016 at the residence of the French Permanent Representative in Geneva.

Rolf Heuer has received numerous scientific awards and has been honored by several regions and countries of Europe. In May 2015 he was awarded one of the highest German honors; he was awarded Grand Cross 1st class of the National Order of Merit of the Federal Republic of Germany. On 13 December, the head of the government of Lower Austria presented him with the golden medal of the Order of Merit (Goldenes Komturkreuz des Ehrenzeichens für Verdienste).



## CRYSTAL CLEAR CELEBRATES 25 YEARS



Scintillating crystals are used both in High Energy Physics and in medical applications. (Image: CERN)

On 24 November 2016, 70 participants attended the celebration of the 25th anniversary of the Crystal Clear collaboration (<http://crystalclear.web.cern.ch/crystalclear/>) (experiment RD-18). The speakers guided the audience through the history of the collaboration, and several of the collaboration's spokespeople gave talks, starting from the first spokesperson in 1991, Paul Lecoq, and ending with

Etienne Auffray, spokesperson since 2010.

In 1991, experiment RD-18, known as the Crystal Clear collaboration, was created and approved by CERN's Detector Research and Development Committee (DRDC) for the development of new scintillating crystals suitable for the needs of LHC experiments. A multidisciplinary team composed of end users, luminescence experts, crystal growers and commercial producers began working to try to understand the scintillation mechanisms and radiation hardness of new crystals, resulting in significant improvements in the field of scintillation both for the scientific and industrial communities.

Today, this collaboration involves 29 institutes from 17 different countries working on research and development of scintillator materials, the development of new crystal production technology for novel ionising-radiation detectors for high-energy physics, medical imaging and industrial applica-

tions. During this symposium, the interesting talks covered all the research and development achievements made by Crystal Clear as well as its connections with industry. Several efforts have been made not only on the development of medical imaging prototypes (such as ClearPET, ClearPEM,etc..) but also in terms of technological developments for other applications.

Established 25 years ago, the Crystal Clear collaboration became a network of excellence, very active and unique in the domain of scintillating materials and their applications, bringing together experts from many disciplines in academia and from the private sector and ready for the challenges of the next generation of detectors.

For more information, read the Courier article (<http://cerncourier.com/cws/article/cern/66566>)

Rita Ferreira



# COMPUTER SECURITY: A FEW CHRISTMAS GOODIES FOR YOU SECURITY

Securing your laptop, PC and data is difficult? Not necessarily! You might have not noticed, but the IT department put under the Christmas tree a wide range of tools which likely improve the security of your data, laptop and PC. Let us present here a few. It's for your protection.

1. Antivirus software. The CERN-chosen antivirus software comes for free installation on your office computer/laptop as well as on your personal Windows or Mac devices like those at home. Just get it installed ([http://security.web.cern.ch/security/recommendations/en/good\\_practises.shtml#I2](http://security.web.cern.ch/security/recommendations/en/good_practises.shtml#I2)). If you prefer "more" central assistance, join CERN's Windows management framework (<http://cern.ch/cmf>) (CMF)-or the Mac Self-Service (<http://information-technology.web.cern.ch/services/fe/mac-support/howto/mac-self-service>). Centrally managed Windows PCs come with centrally managed antivirus software by default.
2. Full disk encryption. CERN provides centrally managed encryption solutions for Windows PCs (Bitlocker (<http://espace.cern.ch/winservice/s-help/NICEEnvironment/NICEHDDecryption/Pages/Bitlocker-for-Windows-7-and-Windows-8.aspx>) as well as Macs (Filevault (<http://information-technology.web.cern.ch/services/fe/howto/>

`configure-filevault-encrypt-you-r-hard-disk`) ) and Linux CentOS (LUKS ([http://linux.web.cern.ch/linux/centos7/docs/rhel/Red\\_Hat\\_Enterprise\\_Linux-7-Security\\_Guide-en-US.pdf](http://linux.web.cern.ch/linux/centos7/docs/rhel/Red_Hat_Enterprise_Linux-7-Security_Guide-en-US.pdf))). Advantage of those solutions is that they are completely transparent and you don't need to hassle with back-up or recovery key storage. Just contact the ServiceDesk to get your hard disk encrypted!

3. PC hardening. The Computer Security Team and the Windows Desktop support team are currently working on guidelines on how to harden PCs to a maximum (while keeping them still usable). A draft of such guidelines can be found here (<http://edms.cern.ch/document/1593100>). But beware, this is for the paranoid or for very dedicated usecases!
4. Secure file exchange. Instead of handing out confidential files to Dropbox and alike, CERN is hosting "CERNbox", a file synchronization service (<http://information-technology.web.cern.ch/services/CERNBox-Service>) for Android and iOS smart phones, tablets, PCs and laptops. While the data resides well protected within CERN, it is available and sharable through-out the world.

of central services so you don't need to reinvent the wheel: Database-on-demand (<http://dbondemand.web.cern.ch/DBOnDemand>) , Drupal, Java or Sharepoint hosted websites (<http://cern.ch/web>) , central storages and back-up solutions (AFS (<http://information-technology.web.cern.ch/services/afs-service>) , DFS (<http://dfsweb.web.cern.ch/dfsweb/>) , CASTOR (<http://information-technology.web.cern.ch/services/castor-service>) , and Tivoli (<http://information-technology.web.cern.ch/services/Backup-Restore-Service>) , to name a few). Please find a complete list of their offerings here (<http://information-technology.web.cern.ch/services>). In addition, a dedicated webpage (<http://information-technology.web.cern.ch/services?qt-services=2#qt-services>) presents a comparison between commercial/off-site solutions and similar solutions provided in-house by the IT department.

*For further information, questions or help, check our website (<http://cern.ch/Computer.Security>) or contact us at [Computer.Security@cern.ch](mailto:Computer.Security@cern.ch).*

*Do you want to learn more about computer security incidents and issues at CERN? Follow our Monthly Report ([http://cern.ch/security/reports/en/monthly\\_reports.shtml](http://cern.ch/security/reports/en/monthly_reports.shtml)).*

*Stefan Lueders and Computer Security Team*

Apart from those four, CERN's IT department provides you with a wider range



## NEW ARRIVALS-DECEMBER 2016



On Monday 5 December 2016, recently-recruited staff members and fellows participated in a session in the framework of the Induction Programme. (Image: Sophia Bennett/CERN)

*HR Department*



## PACMAN AND CERN MEET THE HES-SO



*The participants to the PACMAN outreach event and the students from the HES-SO, Haute École Spécialisée de Suisse Occidentale (Image: Maximilien Brice/CERN).*

PACMAN (<http://pacman.web.cern.ch/>) (Particle Accelerator Components' Metrology and Alignment at the Nanometre scale) is a Marie Curie Project comprising of ten fellows working towards the development of new alignment techniques for CLIC modules and other future accelerators. Beyond this technical goal, PACMAN is also committed to awakening the inter-

est of young students (young women, in particular) in science careers. In particular, technical school students in Switzerland are a key audience for CERN research and outreach, and these schools represent an ideal partner for the development of research synergies on precision micro-mechanics and controlling systems.

On 10 November 2016, 76 students and professors from the industrial technology and micro-engineering courses of the Haute École Spécialisée de Suisse Occidentale (University of Applied Sciences and Arts of Western Switzerland, HES-SO) came to CERN for an intense day of presentations and site visits. They attended several talks, including presentations given by: Frédéric Bordry, CERN's Director for the Accelerators and Technology, on the present and future challenges for CERN; a presentation by the Human Resources Recruitment team on the employment possibility at CERN; and four talks given by the PACMAN man-

agement members and students on their Marie Curie Project.

HES-SO University professors also contributed, with four presentations showcasing practical applications of HES research activities across a variety of domains including augmented reality technologies, clean water monitoring and the 'Clean City' environmental project.

In the afternoon, the event participants visited several CERN's sites including the Synchrocyclotron, the Large Magnet Facility, the Magnetic Measurement Laboratory and the CLIC exhibition.

*The event was organized by the PACMAN Marie Curie Project and sponsored by one of the official Partners of the PACMAN project network, the company METROLAB Technology SA.*

*Tommaso Portaluri*



## THE 4TH ALICE, ATLAS, CMS AND LHCb CAREER NETWORKING EVENT



*Fabiola Gianotti, CERN Director-General, addressing the participants to the 4th ALICE, ATLAS, CMS and LHCb Career Networking Event (Image: Sophia Bennet/CERN)*

"A professional experience at CERN, on one's CV, gives instant credibility!" This affirmation was made by several of the guest speakers at the ALICE, ATLAS, CMS and LHCb Career Networking Event that took

place on Tuesday, 29 November 2016 in the Main Auditorium.

The event, which was being held for the fourth successive year, was mostly targeted at current postdocs and graduate students at CERN, enabling them to meet alumni of the LHC experiments as well as providing an insight into career opportunities outside of academia.

Fabiola Gianotti, CERN Director-General launched the event, highlighting its importance in providing the collaborations' current students with real-life testimonials from colleagues who have made the transition from academia to various other domains, including consultancy, patent law and IT. She outlined her endeavour to launch a CERN Alumni Programme in 2017. The CERN Alumni Project Leader, Laure Esteveny, gave a brief descrip-

tion of what alumni should expect from this programme, dubbed the "High-Energy Network", and the attendees were further invited to register their interest in joining by signing up at <http://alumni.cern/>.

A captive audience, comprised of more than 250 participants, was drawn into a series of diverse and illuminating presentations (see the Indico page of the event), where former members of the LHC collaborations elaborated on their post-CERN professional experiences in a varied range of fields the challenges they had met and advice on how to overcome them. The speakers were joined by additional LHC collaboration alumni for lively panel discussions at two points during the event. Audience members given the opportunity to ask questions not only following the presentations and during the panel dis-

cussions, but also during the networking breaks.

Participants commented that the broad range of speakers and the experiences they reported served to demystify the path

towards a possible leap from academia, whilst the vast majority of speakers added that they felt they would have greatly benefited from participating in such an event during their time at CERN. Thanks to the positive feedback from the participants,

the organisational team is pleased to announce its return in 2017. We look forward to seeing you then!

Rachel Bray



## COLLABORATION AGREEMENT BETWEEN CERN AND THE ÉCOLE DES MINES



*Signature of the collaboration agreement by Patricia Renaud (Director of ARMINES), José Miguel Jimenez (Head of the CERN Technology department) and Vincent Lafleche (Director of MINES ParisTech).*

CERN's Technology department has just signed a collaboration agreement with the MINES ParisTech engineering school (*École Nationale Supérieure des Mines de Paris*) and ARMINES, the organisation that manages the school's research partner-

ships. The *École des Mines* and ARMINES are very active in the field of applied research in collaboration with industry, covering fields of expertise as diverse as energy, materials science and applied mathematics. This multidisciplinary approach and common research interests have led to the establishment of a framework collaboration agreement with CERN. For several years, CERN's Technology department has been stepping up its cooperation with national laboratories and institutes.



## CMS CREATE #2: BIG IDEAS TO BOOST CMS EXHIBITION



*Members of the CMS Create #2 team with their winning exhibit, a pinball machine (Image: CMS Create/CERN)*

After a gruelling two-day workshop, the winning prototype from the CMS Create #2 competition, which will be part of the permanent CMS visit exhibition, has been chosen.

The second edition of the CMS Create (<http://cern.ch/cmscreate>) workshop was hosted at IdeaSquare from 3 to 4 October 2016. Participants formed teams and competed to design prototypes that would illustrate different aspects of CMS for the public.

The winning exhibit, the "Catch me if you can" pinball machine, will soon be displayed at the CMS visit exhibition. To play it, visitors are invited to act as if they are the CMS trigger system, collecting interesting data despite having limited storage space. The prototype will be finalised by the CMS workshop at Point 5 and installed permanently on the CMS visit circuit.

Twenty-four designers, architects, software developers, physicists and engineers from 12 countries took part during the two-day event. During the event, the wide range of each team's expertise was notable and, strikingly, an equal number of male and female scientists and designers participated. The event achieved perfect gender equality as well as great diversity.

On the first day, students from IPAC Design Genève (<http://www.ipac-design.ch/en/>) met CERN participants at IdeaSquare to start brainstorming. The scientists and designers collaborated in teams; they had just two days to invent and construct prototypes. Despite having just met and coming from totally different backgrounds, participants started to discuss and analyse ideas

quickly. By the end of the second day, the teams had to present their creation to the jury.

Outreach specialists, senior physicists and engineers from CERN advised the teams and provided their support and guidance. During the workshop, the IPAC students developed their understanding of the scientific content and the CERN participants focused on how to communicate concept to the public. IdeaSquare, in collaboration with THE Port, provided them with the mechanical tools, electronics and other rapid prototyping facilities needed to bring theory into practice.

Following two days of intensive work, the participants presented their creations to the CMS Create #2 jury, composed of: Ana Godinho, CERN's Education, Communication and Outreach Group Leader; Dr Jay Hauser, senior physicist at CMS; Suzanne Freitas, Communication and Interactive Design Professor at IPAC; and Laurent Chateaux, Head of the Tourism Office of Gex, La Faucille.

*CMS Create*

# Official communications

## CERN HEALTH INSURANCE SCHEME (CHIS): MONTHLY CONTRIBUTIONS AS OF JANUARY 2017

As of January 2017, the contribution rate of active and retired CHIS members will be 4.86 %. The amounts of the fixed premiums for voluntarily insured members (e.g. users and other associates), as well as the supplementary contributions for spouses with income from a professional activity or with a retirement pension (including a CERN pension), are thus as follows:

### 1. Voluntary contributions

The full contribution based on Reference Salary II is 1215 CHF per month. This fixed amount contribution is applied to voluntarily

affiliated users and associates with normal coverage. Half of this amount, 607 CHF, is applied to voluntarily affiliated users and associates with reduced coverage. Finally, an amount of 486 CHF is applied to children maintaining their insurance cover on a voluntary and temporarily basis.

### 2. Supplementary contributions

The supplementary contribution for the spouse or registered partner of a staff member, fellow or pensioner is now as follows, depending on the spouse's monthly income:

- up to and including 2 500 CHF: none
- more than 2 500 CHF and up to 4 250 CHF: 162 CHF
- more than 4 250 CHF and up to 7 500 CHF: 283 CHF
- more than 7 500 CHF and up to 10 000 CHF: 445 CHF
- more than 10 000 CHF: 607 CHF

For more information: Human Resources Department (tel.: 74719)



## SCHENGEN AREA-ENTRY, STAY AND EXIT-DOCUMENTS REQUIRED

<b>Reminder at the request of the Host State Authorities</b>

When crossing a border to enter or leave the Schengen Area, as well as when travelling from one country to another within the Schengen Area (including crossing the local borders between the canton of Geneva and the *départements* of Ain and Haute-Savoie), it is essential to carry an identity document (e.g. passport) that is recognised by the country you are entering. Unless they are specifically exempt, all nationals of countries other than the Member States of the European Economic Area and Switzerland must also carry a valid residence permit (residence or settlement per-

mit issued by a Schengen state or passport containing a Schengen visa). In the absence of these documents, entry into the country concerned may be refused.

As is the case for everyone travelling within the Schengen Area, members of the CERN personnel may be subject to an identity check and must be able to present a recognised identity document.

The *carte de légitimation* issued by the Swiss Federal Department of Foreign Affairs (DFAE) and the *titre de séjour spécial* issued by the French Ministry of Foreign Affairs are residence permits, not identity documents. They allow travel

within the Schengen area for up to a maximum period of three months.

When leaving the Schengen Area, nationals of countries other than the Member States of the European Economic Area and Switzerland who hold a DFAE *carte de légitimation* or a French *titre de séjour spécial* should check that their documents are valid for the duration of their stay outside the Schengen Area. If the documents have expired or you are unable to present them, you may be refused entry on your return.

Host-States Relations Service  
[Relations.secretariat@cern.ch](mailto:Relations.secretariat@cern.ch)  
[www.cern.ch/relations](http://www.cern.ch/relations)



# OPENING HOURS OF UNIQA OFFICES DURING END-OF-YEAR CLOSURE

The office of UNIQA at CERN (Main Building) will be closed during the end-of-year closure.

During that period, **the Geneva offices of UNIQA will be open** on 22, 23 and 27 to 30 December 2016 as well as on 3 and 4

**January 2017 from 8 a.m. to 12.30 p.m. and from 1.30 p.m. to 5 p.m.** During these hours, you can also call 022 718 63 00.

For **urgent medical assistance**, you may call UNIQA Assistance +41 22 819 44 77, 24h/day.

Please note that this service only provides medical advice and urgent assistance services and is not in a position to inform you on the coverage by CHIS of medical expenses.

*HR Department*



## SERVICE AVAILABILITY DURING CERN ANNUAL CLOSURE 2016/2017

Please note that the Service Desk will be closed during that period, however in case of urgent requests, you can call/contact (+41 22 76) 77777. Calls will be redirected to the relevant support groups.

### General Services

As always, like the emergency and fire service (7 4444), the security service remains operational 7/7, 24h / 24h and reachable via 78878.

However, the services provided by the SMB department requiring human presence (such as CERN hotel, the car sharing service, the shuttle service, etc.) will not be operational during the end of the year closure.

Services that do not depend on a continuous human presence will remain available offering a reduced level of support during this period. In general, the response time to normal problems will be a half day (no guarantee), but in case of serious failure, the reaction time will depend on the arrangements that have been made with the supported services.

Any incidents will be documented on the CERN Service Status Board (<https://cern.service-now.com/service-portal/ssb.do>).

For more information, please consult the CERN Services Portal (<https://cern.service-now.com/service-portal/>).

Please also note that the heating of the Meyrin and Prévessin sites will be switched into a low mode. This reduced level will lead to a slight drop in temperature, in order to gain energy savings during this period of low occupancy.

### Computing Services

Most of the services provided by the IT department-including WLCG production services-will remain available during the CERN annual closure. No interruptions are scheduled but in case of failure, the restoration of services cannot be guaranteed.

Problems will be dealt with on a best effort basis only and the availability of specific services might be limited by the availability of other services.

Please note that:

- All network and telecom services will run as usual, field technicians will act upon failures on the infrastructure, but changes requiring human intervention will not be possible.
- Incidents will be listed on the CERN Service Status Board (<https://cern.service-now.com/service-portal/ssb.do?area=IT>) for Computing.
- With the exception of 24 & 25 December and 31 December & 1 January best-effort support can be expected for the following services: activation of accounts, AFS, CASTOR, CDS, CERN Grid Services, CERNBox, Cloud Infrastructure, Configuration Management Service, CVMFS, Dashboard Monitoring Service, Databases, E-mail, EOS, GIT, Indico, Inspire, Java web hosting, JIRA, Linux, Ixbatch, Ixplus, Lync, Network & Telecoms, Open Data Repository, Oracle web hosting (Apex), Printing, resetting passwords, room booking system, ServiceNow, SVN, TWiki, Vidyo, Web Services, Windows & Windows Terminal Services and Zenodo Repository.

The operator service will be available and can be reached at 75011 or by email to [computer.operations@cern.ch](mailto:computer.operations@cern.ch), where urgent problems may be reported.

Potential computer security incidents must be reported to [Computer.Security@cern.ch](mailto:Computer.Security@cern.ch) or 70500 as usual.

**Please remember to shut down and power off any equipment in your office that is not required during the annual closure.**



## END OF YEAR CLOSURE: EXCEPTIONAL MEASURES

CERN will be closed from Thursday 22 December 2016 to Wednesday 4 January 2017 inclusive with access to the CERN sites limited to essential personnel only. All on-site services, including the bank, will be closed over this period.

If your work requires you to access the CERN sites over this period, you may request access in ADaMS by following the instructions here (<https://cern.service-now.com/service-portal/article.do?n=KB0004421>).

*(do?n=KB0004421)*. This will require the approval of your supervisor.

Should anything unforeseen happen over the end of year break requiring you to access the CERN sites, you may request access during the break by contacting the designated representative for your Department, whose name you will also find here (<https://cern.service-now.com/service-portal/article.do?n=KB0004421>).

Those of you wishing to leave your car at CERN and recover it during the break should use the long-term parking places in Meyrin or Prévessin. A request for long-term parking permit shall be made before, using this web form (<https://cern.service-now.com/service-portal/report-ticket.do?name=long-term-parking-permit&se=guards>).

*SMB Department*



## ADMINISTRATIVE CIRCULAR NO. 26 (REV. 11) - RECOGNITION OF MERIT

Administrative Circular No. 26 (Rev. 11) entitled "*Recognition of merit*", approved by the Director-General following discussion in the Standing Concertation Committee meeting on 20 September, continued on 6 October and finalized by written procedure on 27 October 2016, is available via the following link: <http://cds.cern.ch/record/2229708>.

It cancels and replaces Administrative Circular No. 26 (Rev. 10), entitled "*Recognition of Merit*" of January 2014.

The main changes reflect the changes to the Staff Rules and Regulations approved by the Council in December 2015, introducing the new career structure as well as the new merit recognition system (MERIT).

These include, in particular, the following changes:

- introduction of new definitions and concepts (such as "benchmark job", "functions", "global performance"),
- simplified performance evaluation procedure,
- more granularity in the financial recognition of merit (each of the four qualification levels of performance leading to a specific result),
- the possibility for staff members reaching the maximum of their grade to continue receiving a performance reward (performance payment), and

-separate process and timetable for promotions.

The circular also details the transition measures decided by the Council.

Finally, as regards rewards outside the annual exercise, it was decided to retain only the possibility of granting an increase in salary at the end of the probationary period.

This circular entered into force on 1 November 2016.

*Department Head Office  
HR Department*

# Announcements

## SEND A CERN E-CARD

Send colleagues, family and friends holiday greetings using the CERN e-card service via this site (<https://greetings.web.cern.ch/node/add/e-card>) (sign-in required).



## MAIL DELIVERY | 21 DECEMBER

Due to the annual closure of CERN, no mail will be distributed on Wednesday, 21 December but mail will still be collected in the morning. Nevertheless, it will be possible for you to bring outgoing mail to building 555-R-002 until 12 noon.

*Mail Service*

## Obituaries

### DIETRICH WIEGANDT (1934-2016)



Wiegandt, who passed away on 12 April 2016.

Dietrich started working at CERN as a fellow in 1970 and retired in 1999. A physicist by education, he had already converted to informatics before coming to CERN. He started to work on systems programming and networking, including for the OMEGA project. At the beginning of the 1980s, he was working in CERN's DD Division (encompassing the current IT department plus additional activities), as a member of the team responsible for connecting computers together in a network. At the time, this was a new adventure and a challenge. The team worked with enthusiasm and solidarity to create what became known as CERNET. Dietrich had the special task of linking the network to the IBM mainframe computer. He did this, like every other project he undertook, in a very accomplished and professional way.

With the end of the year approaching, we would like to pay tribute to the memory of our dear friend and colleague, Dr Dietrich

As part of his many other undertakings, Dietrich designed and operated the MINT Gateway, whose main purpose was to interconnect recommended mail systems at CERN, but it also had connections to other systems, thus indirectly providing an unequalled number of indirect mail gateways to every possible mail system. In addition, he is remembered for having run the first tutorial with hands-on experience at the CERN School of Computing with great enthusiasm in 1984. He also installed a VAX 11/780 and 16 terminals and kept them running daily until midnight.

Dietrich was a tall, serious and quiet man. Serious but not austere. In fact, in the many years he worked in CERN's DD/CN/IT divisions/departments, he is known and remembered for having always acted with uncompromised integrity and professionalism. His ideas were very clear. His life as well. He always arrived early. He would sit with his back to his office door, in front of his computer, working relentlessly. Still, when any colleague

came into his office to ask him a technical question, he would look over his glasses with the kindest smile and would always offer a solution. Dietrich was a recognised and respected BSD Unix expert, and he gave classes on the subject at CERN and at the University of Geneva. He was able to read core dumps as if they were police novels. He solved everybody's technical problems with the patience of the best teacher. He never entered the protocol war, but he knew the technical solutions he preferred

and was an expert at using them. He is mentioned in at least three books on the history of networking and the web:

- a. How the Web was Born: The Story of the World Wide Web (J. Gillies & R. Cailliau)
- b. Network geeks: How they Built the Internet (B. Carpenter)
- c. The "hidden" Prehistory of European Research Networking (O. Martin)

He sang in the CERN Choir and his persona gave a noble interpretation to any Bach cantata or any Schumann lieder. He was a true expert and a true gentleman. Those who knew him will always miss him.

—  
His friends and colleagues at CERN

## Ombuds corner

### LOST IN THE LAYERS

When one is leading a project that is part of the activities of a team within a larger group that, in turn, consists of many sections, there is a real risk that information about who actually did what gets lost in the multiple layers of hierarchy. In large organisations like CERN, the middle management, namely the section and group leaders, play a crucial role in establishing a healthy work environment where credit is given to those who did the actual work and the multiple layers of hierarchy are appropriately informed as to the skills and performance of their personnel. Occasionally however, it seems like the details do not make it through the multiple layers, and the upper hierarchy content themselves with overall results without actually seeking to understand who did the work or checking that due credit is given to the individuals concerned.

*Sergey is in charge of an important project that was recently moved into a newly created section. He explains his work to the*

*new section leader and keeps him up to date through regular weekly briefings, providing him with input for the upper management as needed. A few months later, Sergey happens to attend a meeting on a related topic where his results are cited and he is extremely surprised to realise that his department head is not aware of his leading contribution to the project.*

Where did the information get lost? It is true that in some cases, despite a multiplicity of meetings and sharing opportunities (or indeed perhaps because of them?), critical information does not get through the layers. This may be because of a simple gap in the information flow, for instance when there are changes in structure where the new hierarchy does not have the full historical record of the project, or an oversight where the full details of the work have not been disclosed. In a worst-case scenario, however, it may be because someone along the information chain deliberately omitted to acknowledge or even ac-

tively took credit for the work done by a colleague. Either way, whether due to an innocent or intentional oversight, this type of situation can have important and long-term consequences for the people concerned, as it results in an incomplete and inaccurate overview of their career history and achievements.

*After some hesitation, Sergey decides to raise his concerns confidentially with his department head, who thanks him for bringing the matter to his attention. He takes the opportunity at the next meeting with his management team to review departmental reporting lines and reminds them of their responsibilities in this respect.*

It is well known that due credit and recognition for work done is critical for staff motivation and commitment – making sure these aspects do not get lost in the layers is just one example of how we may bring the CERN values of integrity and professionalism to life in our day-to-day work.