

Dr. Piermaria Oddone
Director
Fermi National Accelerator Laboratory
P.O. Box 500
Batavia, Illinois 60510

Dear Dr. Oddone:

The Office of High Energy Physics will conduct a Science & Technology (S&T) review of the laboratory's scientific user facilities. The review will be held at the laboratory, June 30–July 2, 2009. The goal of the review is assess the current performance of the facility, the science resulting from the experiments that are served by the facility, and plans for future improvements to the facility, where the facility is the Tevatron Complex encompassing the Tevatron Collider, the NuMI beam, and all other beams provided to experiments.

In particular, each panel member will be asked to evaluate and comment on:

- The quality and significance of the laboratory's recent scientific and technical accomplishments; and the merit, feasibility and projected impact of its future planned physics program;
- The effectiveness and efficiency of facility operations, and the planning for future facility upgrades to support the research program;
- The effectiveness of laboratory management in strategic planning, developing appropriate core competencies, implementing a prioritized and optimized program, and promoting and implementing a safe work environment;
- The leadership, creativity, and productivity of the facility's scientific and technical staff in carrying out the above activities; and
- The quality and appropriateness of the laboratory's interactions with, and nurturing of its scientific community.

The first and second day will consist of presentations by the laboratory and executive sessions. The third day will be used for an executive session and preliminary report writing; a brief close-out will take place in the late afternoon. Preliminary findings, comments and recommendations will be presented at the close-out.

Dr. Michael Procario will chair the review and serve as our contact on all aspects of the review. He can be reached at (301) 903-2890 or michael.procario@science.doe.gov. Materials for the review committee should be supplied via a website at least one week before the review.

Each panel member is being asked to review all aspects of the program based on the Tevatron Complex. They will be asked to write individual letters on their findings. The Chairman will accumulate these letters, and compose a DOE report based on the information in the letters. In addition copies of the letters with identifying information removed will be included with the report.

I greatly appreciate your efforts in preparing to present your laboratory's activities before this annual review. It is an important process that allows our office to understand the accomplishments, quality, needs, and plans of Fermilab. I look forward to a very informative and stimulating visit.

Sincerely,

Dennis Kovar
Associate Director of Science
for High Energy Physics

Enclosure

cc: Michael Procario, SC-25.2
Glen Crawford, SC-25.1
Saul Gonzalez, SC-25.1
Joanna Livengood, FSO