



## Department of Energy

Washington, DC 20585

June 4, 2015

Dr. Hugh Montgomery  
Director  
Thomas Jefferson National  
Accelerator Laboratory  
12000 Jefferson Avenue  
Newport News, VA 23606

Dear Dr. Montgomery:

The Office of Nuclear Physics is in the process of organizing the biennial Science and Technology (S&T) Review of the Thomas Jefferson National Accelerator Facility (TJNAF). As you are aware, this review will take place at TJNAF, on July 28-30, 2015.

The primary purpose of the review is to evaluate the quality, performance, and significance of the ongoing and planned TJNAF program, in the context of the 2007 Nuclear Science Advisory Committee (NSAC) Long Range Plan for Nuclear Science and the national nuclear physics program. In carrying out this charge, each panel member is asked to evaluate and comment on:

- The quality and significance of the laboratory's scientific and technical accomplishments and the merit, feasibility and impact of its future planned physics program;
- The effectiveness and appropriateness of facility operations and the planning for future facility upgrades in support of the research program;
- The effectiveness of 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 review should also comment on what progress has been made towards addressing action items from the previous Science and Technology Review.

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

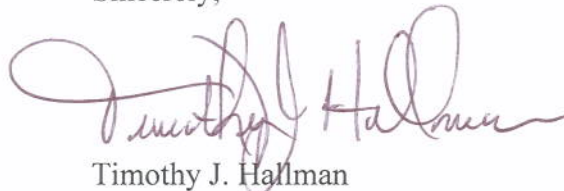


Dr. Jehanne Gillo, Director of the Facilities and Project Management Division, Office of Nuclear Physics is responsible for this review. Dr. Gillo can be contacted at (301) 903-1455, or E-mail: [Jehanne.Gillo@science.doe.gov](mailto:Jehanne.Gillo@science.doe.gov). The panel members have been instructed to contact Ms. Pat Stroop at TJNAF at (757) 269-7553 or E-mail: [stroop@jlab.org](mailto:stroop@jlab.org) regarding logistics. Word processing, internet connection, and secretarial assistance should be made available during the review.

Each panel member is being asked to review all aspects of the TJNAF program. They will be asked to write individual "letter reports" on their findings. The Chair will collate the comments and recommendations from these letter reports and compose a DOE report based on the information in the letters.

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 TJNAF. I look forward to a very informative and stimulating visit.

Sincerely,

A handwritten signature in dark ink, appearing to read "Timothy J. Hallman". The signature is fluid and cursive, with a large initial "T" and "H".

Timothy J. Hallman  
Associate Director of the Office of Science  
For Nuclear Physics

Enclosure

cc: Joseph Arango, TJSO  
Robert McKeown, TJNAF