

## PLANNING OF OFFICE AND SHOP AREAS

List of 3/1/89

## I. Introduction

When the observatory is started, the staffing plan anticipates about seven people to operate the facility plus four to six itinerants working with interferometers. In the attached plan, they are accommodated in offices and shops with a gross area of about 12,000 SQ.FT. The O& S (Offices and Shops) area is arranged at the one side of the high bay area in a manner which preserves maximum flexibility for future expansion. The proposed floor plan of the O& S area is prepared with the following criteria in mind:

## II. Personnel

All personnel who enter the building must pass through the lobby. There is a secretarial and a waiting area at the lobby to accommodate visitors. All personnel who wish to go to the high bay area must enter the control room for admission. They must then pass through an air-lock area designed to control introduction of contaminants into the high bay area. Details are T.B.D. The O& S area provides a conference room and a computer user's room in addition to three two-man offices for general use. There is an emergency room with accommodation for overnight sleeping. A kitchenette and small eating area is provided for general use. The building is furnished with an office for the facility manager, a computer room and a control room. The control room and experimental area are furnished with windows for observing activities inside the high bay area. The proposed floor plan provides for future expansion of the office area. For further information refer to the the attached personnel flow chart.

## III. Equipment and Supplies

All equipment and supplies are delivered to the facility at the Loading Dock. All equipment delivered should be packed inside a crate with appropriate packing material. From the Loading Dock the crates are transferred to the Receiving Area by overhead monorail or fork lift. The crates are opened in the Receiving Area for verification of the contents. All the equipment destined directly for the high bay area must pass through the Inspection Area. In the Inspection Area the outer packaging is removed and contents thoroughly vacuumed; then the equipment is passed into the Cleaning Area, where inner packing is removed and the equipment thoroughly vacuumed before being passed into the high bay area. Experimental equipment arriving at the Receiving Area is transferred to the Testing Area by means of an overhead monorail system. After satisfactory testing of the equipment, it is moved to the Cleaning Area for thorough vacuuming before being transferred to the high bay area. For further information refer to the attached equipment and supplies flow chart.

#### IV. Removal of Equipment from high bay area

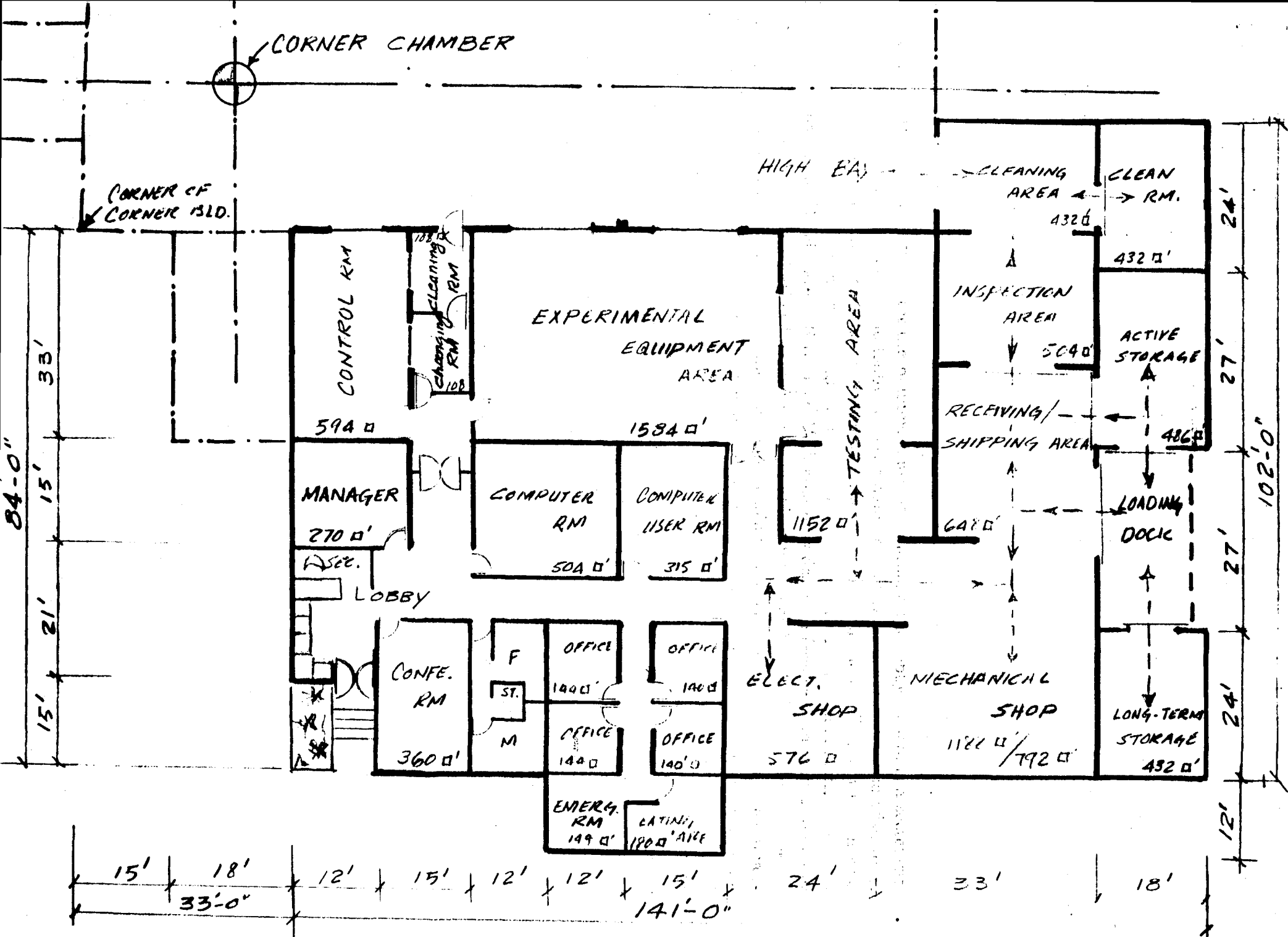
All equipment removed from high bay area for repairs or maintenance is transferred to the Inspection Area for general inspection. From the Inspection Area it is transferred by means of overhead monorail systems to the appropriate shop for repairs or sent to the Receiving/Shipping Area to be packed and shipped out from the Loading Dock. After equipment is repaired it is either passed to Cleaning Area for proper cleaning and transfer to the high bay area, or sent to storage for future use. For further information refer to the attached maint./repair flow chart.

#### V. Additional Features

In addition to the above, a clean room has been provided adjacent to the Cleaning Area for repair or work on lasers, storage or work on optical components, etc. Also additional storage area is provided adjacent to the mechanical shop for long term storage. Provision has been made for the future expansion of the shops.

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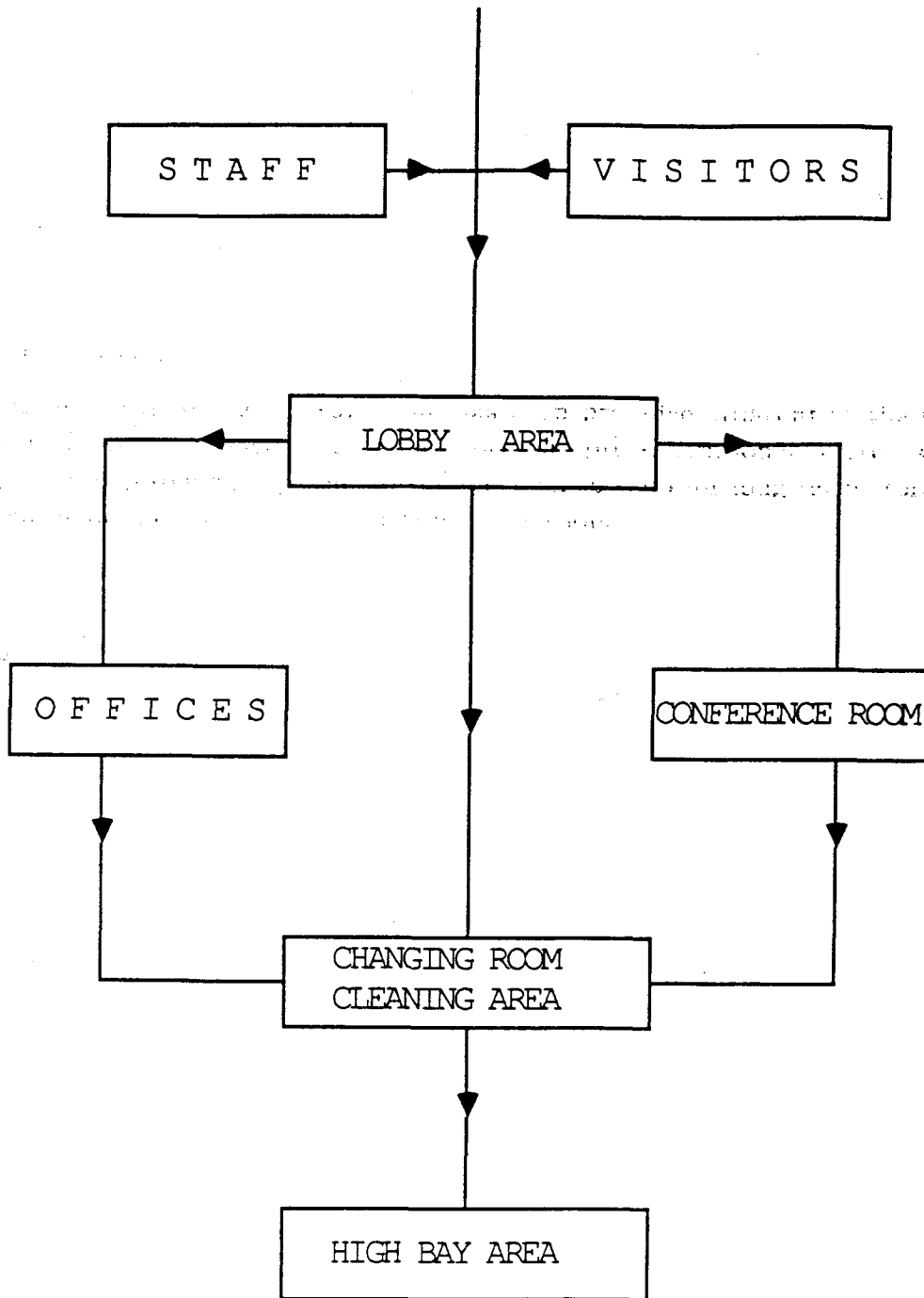


TOTAL SQ. FT. ≈ 12,000

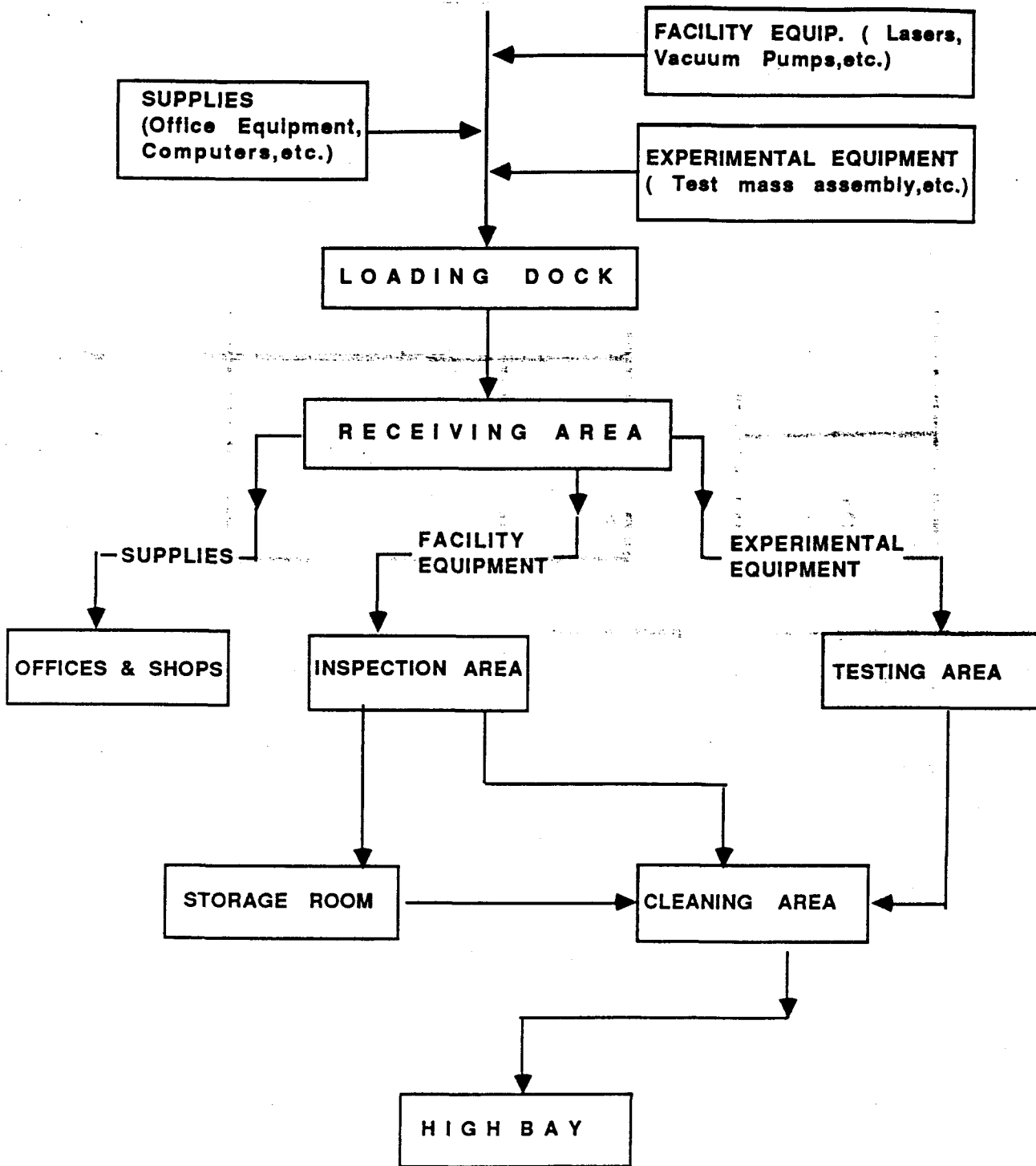
# FLOOR PLAN OF OFFICES & SHOPS

FBA  
10/28/88

# FLOW OF PERSONNEL



# FLOW OF SUPPLIES & EQUIPMENT



# MAINTENANCE / REP AIR OR REMOVAL OF EQUIPMENT

