

Framework for the ILC Technology Network

High Energy Accelerator Research Organization¹

and

ILC International Development Team

June 2nd, 2023

Introduction

The ILC International Development Team (IDT) was established by the International Committee for Future Accelerators (ICFA) to pave a way towards the preparatory phase of the ILC. In the context of the ILC Pre-lab Proposal², the IDT accelerator working group (Working Group 2, or WG2) produced a list of necessary R&D work packages for the construction of the ILC. While WG2 will continue its activity in planning and overall coordination of the ILC accelerator development, the ILC Technology Network is initiated, jointly by the High Energy Accelerator Research Organization (KEK) and IDT, for the purpose of executing high priority work packages identified by WG2 from the ILC Pre-lab Proposal. ITN is an independent organisation based on Arrangements³ between KEK and participating laboratories⁴, and it takes full responsibility for the execution of those work packages.

This document provides the framework for the ILC Technology Network, hereafter referred as ITN.

Scope and basis

The scope of the ITN work shall be in line with ITN's purpose, i.e. execution of high priority tasks identified by IDT from the work packages described in the ILC Pre-lab Proposal. Once all the high priority tasks are well covered, the stakeholders of ITN may enlarge the scope in close consultation with IDT.

ITN is based on bilateral Arrangements between KEK and laboratories who wish to contribute to the ITN activities. For some cases, laboratories make Arrangements with a hub-laboratory rather than with KEK directly, where the hub-laboratory makes Arrangements with KEK. All of those laboratories are the stakeholders of ITN.

¹ This document was adopted at the 329th meeting of KEK Board of Directors, June 2nd, 2023 (Material Number 8).

² Proposal for the ILC Preparatory Laboratory (Pre-lab), International Linear Collider International Development Team, arXiv:2106.00602v1, 1 June 2021

³ "Arrangement" can be whatever mechanism is deemed appropriate by the parties involved, for instance, a memorandum of understanding (MoU), an addendum to an existing agreement, or new agreement.

⁴ Laboratory, as used in this document, can be any kind of organisation, including universities.

Organisational structure

Members

All the stakeholders of ITN, identified in the previous section, are the members of ITN.

Institution Board

The ITN Institution Board is the governing body of ITN, attended by representatives of the managements of the ITN member laboratories. The Chair of the IDT Executive Board also attends the meeting as an ex-officio member to ensure close communication between ITN and IDT. The ITN Institution Board elects its own Chair and meets three to four times a year. The term of the Chair is for two years. As the governing body, the work of the ITN Institution Board includes appointing the members and Chair of the ITN Coordination Group, admitting new ITN members in agreement with KEK and ensuring that responsibilities of the ITN members are fulfilled in a timely manner. Decisions of the ITN Institution Board should be made by consensus as much as possible and, if that cannot be achieved, with a simple majority. At least two-thirds of the member laboratories must be participating in the vote.

Coordination Group

The ITN Coordination Group, appointed by the ITN Institution Board, meets regularly to follow and coordinate the ITN activity. One of its members is named as Chair by the ITN Institution Board to lead the group and report the status of the work to the ITN Institution Board. Appointments are made for four years. The Convener of IDT Working Group 2 attends the meetings of the ITN Coordination Group as an ex-officio member.

Funding Agency Oversight Forum

Funding authorities of ITN member laboratories are invited to join the ITN Funding Agency Oversight Forum by KEK. Although funding authorities are not directly involved in ITN, it is important to keep them informed of the progress of ITN and to receive comments and advice.

Startup process

KEK and IDT, in consultation with IDT Working Group 2, are jointly responsible for soliciting laboratories worldwide with appropriate expertise to join ITN. The first ITN Institution Board meeting will be convened by the IDT Executive Board Chair to elect the Chair of the ITN Institution Board. After its Chair is appointed, the ITN Institution Board will appoint the Chair and members of the Coordination Group. Until the ITN Coordination Group and its Chair are appointed, the IDT Working Group 2 Convener and the WG2 Steering Group will coordinate the ITN activity.