

## Bypassing SDSS Interlocks

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### Objective

To define a procedure that ensures that only qualified personnel bypass telescope interlocks and that interlock bypassing and re-enabling are controlled and documented.

**CAUTION: Interlocks shall be bypassed and re-enabled only by qualified personnel. The list of qualified personnel is maintained by French Leger, the SDSS Telescope Engineer, and is displayed near the Interlock Bypass Splitter Chassis.**

### Bypassing An Interlock

The following steps shall be completed whenever an interlock is bypassed:

1. A yellow Caution Tag shall be filled out and hung in a conspicuous place near the bypassed interlock. If it is not possible to hang the tag near the bypassed interlock, the tag shall be hung on the relay rack near the splitter chassis. The tag must contain the following information:
  - a) Name of the bypassed interlock;
  - b) Name of the person bypassing the interlock;
  - c) Date and time that the interlock was bypassed
  - d) Reason that the interlock was bypassed.
2. A note shall be recorded in the Administrative Control Log Book that contains the same information as on the Caution Tag. Additional information should also be included to document why the interlock was bypassed and what action is required to re-enable the interlock.
3. If the day staff bypasses an interlock, the bypassed interlock will be noted in the day log. If the observing staff bypasses an interlock, the bypassed interlock will be noted in the observing log.

### Re-Enabling A Bypassed Interlock

The following steps shall be completed whenever a bypassed interlock is re-enabled:

1. A note shall be recorded in the Administrative Control Log Book that documents:

- a. The corrective action taken to allow the interlock to be re-enabled;
  - b. The date and time at which the interlock was re-enabled;
  - c. The tests that were conducted to verify that the interlock system is working properly;
  - d. The signature of the person re-enabling the interlock.
2. The Caution Tag associated with the bypassed interlock shall be removed and given to the SDSS Telescope Engineer, French Leger. The time and date that the tag was removed, and the name of the person who removed the tag, shall be noted on the tag. The tag will be stored in the Bypass Interlocks file that is maintained by the Telescope Engineer.
  3. If the day staff re-enables an interlock, the action will be noted in the day log. If the observing staff re-enables an interlock, the action will be noted in the observing log.