



FIRST/Planck Project

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Ref. : SCI-PT/FINS/07247

Date : 15 November, 1999

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To : M. Griffin (QMWC/London)
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Cc : F. Felici, M. Anderegg, F. Vandenbussche, M. von Hoegen, H. Schaap,
B. Guillaume, A. Heske, B. Collaudin, G. Pilbratt

Subject : **SPIRE ISVR - Organisation and Warm Box Review**

Ref. : **SPIRE e-mail (M. Griffin) sent on 15.07.1999 on the SPIRE Review Plan**

Dear Matt, Ken,

As for all FIRST/Planck Instruments I have nominated the ESTEC members of the Instrument Science Verification Review Board and informed them on the phasing we want to apply for SPIRE (following your ref. e-mail).

Since your review plan, leading to a completion of the ISVR in March 2000, is different from the other instruments, I want to apply also a different procedure, outlined below, that will allow finally to meet the objectives of the ISVR.

1. ESTEC Team composition of the Review Board

In order to cover all relevant disciplines for the ISVR, the following ESTEC personnel has been nominated as members of the review board:

- M. Anderegg – System
- T. Passvogel – Chairman/Management/Development
- F. Vandenbussche – S/C Accommodation
- M. von Hoegen – Product Assurance
- H. Schaap – Instrument Interfaces/Secretary
- G. Pilbratt.

These board members will be supported by experts, as necessary.

2. Review Objectives

Since we separate the SPIRE ISVR into a set of review meetings we have to adapt the objectives of each review to achieve clear objectives per review

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meeting and get the instrument system "picture" complete at the end of the cycle.

The first review has been held on the focal plane unit in July 1999 and had the following distinct objectives:

- Review the instrument design with respect to the scientific goals of the instrument, as defined in the Scientific Requirements Document.
- Verify that the design conforms to the capabilities and requirements of the mission (spacecraft and ground segment).
- Review the plans for developing the instrument by the required delivery date.

Similar to those, I would like to agree with you specific objectives of the warm electronics and Onboard Software and AIV plan review meeting, planned to be held on 6/7.12.1999 in Rome, e.g. as follows:

- Review the instrument design concept of the warm boxes and the interfaces in the instrument and to the s/c
- Review the updated instrument development plan
- Review the conceptual design of the onboard software

These objectives should be complemented by a review of the status of the actions agreed by SPIRE at the FPU review.

The detector array selection meeting in January 2000 will provide the further input for assessment of the instrument status for the ISVR.

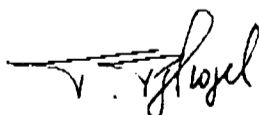
The formal completion of the ISVR will be held as planned in March 2000 and finally compiles all results of the previous meetings and one will finally review whether all ISVR objectives are met.

3. SPIRE Warm Review Meeting

Since I want to complete the preparations for the various reviews for the FIRST instruments could you review the above and comment, mainly on the objectives and the expected contents/documentation to come.

I would like to set up the final agenda for the coming review by 22.11.1999.

Best regards



T. Passvogel