

SUBJECT: CWG Steering Committee - 4th meeting

PLACE: ESTEC - Room Fresnel 2, on Wednesday 01 March, 2000

Participants	Organ.	Distribution
O. Bauer	MPE/Garching	Participants + A. Heras (SCI-SA) P. Claes (SCI-SA) FIRST/Planck Project File
C. Butler	ASI	
J. Charra	IAS/Orsay	
K. King	RAL/Oxfordshire	
H. Aarts	SRON/Utrecht	
T. de Graauw	SRON/Groningen	
G. Guyot	IAS/Orsay	
G. Pilbratt	ESTEC/SCI-SA	
J. Tauber	ESTEC/SCI-SA	
S. Dodsworth	ESOC/TOS-OFC	
A. Heske	ESTEC/SCI-PT	
H. Schaap	ESTEC/SCI-PT	
T. Passvogel	ESCTEC/SCI-PT	
P. Estaria	ESTEC/SCI-PT	
M. Anderegg (p.t)	ESTEC/SCI-PT	
F. Vandenbussche (p.t)	ESTEC/SCI-PT	
S. Thuerey	ESTEC/SCI-PX	
M. von Hoegen	ESTEC/SCI-PT	

AGREEMENTS STATEMENTS	ACTION
<p>The 4th meeting of the CWG Steering Committee took place on the 01.03.2000 in ESTEC. Please refer to the handouts attached to these minutes. The meeting was divided into two Parts</p> <p style="text-align: center;">PART 1</p> <p>1. Introduction</p> <p>The Agenda (attachment) was approved. F. Vandenbussche confirmed his nomination as FIRST/Planck Project Manager per interim. The VN for the position of F/P PM has been issued. The Project's highest priority is to issue the ITT (on 01.09.00). All ITT 'final' documents shall be available by the 13.06.00. All draft documents shall be ready by mid-May for submission to the Tender Evaluation Board (TEB). Until mid-May the ITT documents will go through one or two iterations. Two iterations are foreseen for the IID-A and IID-Bs. The procurement proposal for</p> <ul style="list-style-type: none"> FIRST/Planck Phases B/C/D and E 	

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<p>• Parts Procurement Agent Will be submitted to the Industrial Policy Committee (IPC) on 7-8.03.2000.</p> <p>2. Approval of Minutes of 3rd meeting</p> <p>The minutes of the 3rd meeting (15.09.1999 in ESTEC) were approved.</p> <p>3. Review of Action Items from 3rd meeting</p> <p>All AIs from the 3rd meeting have been closed (AIs 3/1, 3/3, 3/4 and 3/6 are closed; AI 3/2 is superseded; AI 3/5 is covered under point 8 of the Agenda)</p> <p>4. Brief Status Report on CWGs</p> <p>- CWG # 1-2: Presented by A. Heske. (see attachment). The activities of this CWG are formally terminated. The issues previously addressed by the CWG have been transferred to smaller, dedicated working groups. It is noted that closure by PACS and SPIRE of the outstanding AIs (AI-FI-06892-01 and -02) is required in order to provide the necessary input to the AOCS simulations. Due date: 31.03.00 Longer term a clear understanding of the peak-up requirements is essential due to the (potentially) large impact on operations.</p> <p>- CWG # 3: Presented by G. Pilbratt (see attachment). The activities of this CWG (RTA) are formally terminated. The issues previously addressed by the CWG are now transferred to the group in charge of the SCOS-2000-related activities (see also AOB). The chairwoman (A. Heras) of the RTA group is requested to produce an executive summary formally closing down the activity of her group (i.e. status at the time of CWG closure, next steps if any). Due date: 31.03.00</p> <p>- CWG # 6: Presented by G. Pilbratt (see attachment). The CWG (FINDAS-IDIS commonality) has been put on hold. The issues previously addressed by this group are now handled by SCI-SA. The chairman (P. Claes) of the group is requested to produce an executive summary formally closing down the activity of his group. Due date: 31.03.00</p>	<p></p> <p></p> <p></p> <p>STC-AI:4/1</p> <p>STC-AI:4/2</p> <p>STC-AI:4/3</p>

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<p>5. Common Parts Procurement: Status</p> <p>Introduced by M. von Hoegen. In view of the tight schedule (CPP ITT to be released by 31.03.2000) the instrument need dates must be defined at the latest by the 15.03.2000. The PIs interested in the scheme are expected to sign an agreement with ESA by mid-May.</p> <p>6. On-Board S/W development</p> <p>Introduced by P. Estaria (see attachment). The following was noted:</p> <p>- FIRST general:</p> <ul style="list-style-type: none"> • For all three FIRST instruments, the DPU/ICU OBSW is implemented by IFSI (ICU is HIFI's name for DPU) • Use of VIRTUOSO is still TBD (final decision by end-May). Several problems need resolution (i.e. missing Mil std I/F driver, bugs in the 'C' run-time library, ability to create patches) • DPU/ICU contract now managed by ASI. There is a 3-4 month delay but considered not critical. • The existing OBSW PA Plan will be updated • In order to allow the design of the OBSW (DPU/ICU) to proceed the instrument teams will provide ICDs describing the interfaces between the DPU/ICU and the instrument subsystems (note: this has already been done by HIFI), as well Instrument Users ICD describing the interface used to command the instrument. <p>- FIRST PACS:</p> <p>Status report provided by O. Bauer. PACS SPU S/W will be written in 'C'. Responsibility is with H. Bischof (University of Vienna). DEC/MEC S/W will also be written in 'C'. As for the DPU (IFSI), use of VIRTUOSO is TBC. S/W User Requirements Documents (URDs) exist for SPU and DEC/MEC. They are currently under review.</p> <p>- FIRST SPIRE:</p> <p>Status report provided by K. King. The DRCU under Sap's responsibility (C. Cara) uses a SPARC processor. The DRCU's OBSW development had been put on hold waiting for the outcome of the detector selection. SPIRE will now be in a position to define the allocation of tasks between DPU and DRCU. This should be finalised by the time of their PDR.</p> <p>- FIRST HIFI:</p> <p>Covered under "general". The ICU is the only processor used by HIFI.</p>	

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<p>- Planck HFI: Status report provided by J. Charra. The SPU is now included in the DPU. The DPU and SCE (Sorption Cooler Electronics) are no longer connected. HFI and LFI would like the SCE to be connected directly to the OBDH (now known as CDMS). The 4 K Cooler electronics (RAL's responsibility) will contain S/W (micro processor not known). SCE and DPU OBSW are now under the same team (IN2P3-LAL). The SCE responsible is D. Santos (Grenoble). It is likely that RAL will contract out the OBSW for the 4 K Cooler Electronic. This overall WE architecture will be presented and discussed at the HFI-ESA technical meeting on the 09.03.2000 at ESTEC.</p> <p>- Planck LFI: Status report provided by C. Butler (see attachment). The SPU is included in the DPU (REBA box). The REBA URD should be available in June. The SCEs (two redundant units) are shared with HFI. LFI and HFI OBSW developments are not done in common but the same philosophy is applied (in particular the instrument commanding concept).</p> <p>7. Identification of additional "commonality" elements</p> <p>Introduction by T. Passvogel. ESA's objective is to identify the inputs needed by the instruments in order to continue their development activities until beginning of phase B (June 2001). Common needs will be covered by dedicated CWG (see PART2). Non common issues will be dealt with in the dedicated ESA/Instrument technical meetings.</p>	
<p>EGSE: K. King presented the results of the 2nd FIRST "common" EGSE meeting (held on 11.02.2000) (see attached viewgraphs). The three FIRST instruments have agreed on a common approach to their AIV activities. This is based on the concept of "smooth" transitions between the various mission phases from ILTs to the Operations. This concept is supported by ESA. The approach suggested makes several assumptions about the facilities to be made available in the ESA-provided CCE (Central Check-out Equipment - the CCE is wrongly labelled SCOE in the attachment). ESA will analyse this input and assess the corresponding implications (i.e. the "requirements" which need to be put on the CCE in the ITT). It must be understood that these requirements can only be very general since the corresponding interfaces are not defined in any detail. Due date: 31.03.00</p>	<p>STC-AI:4/4</p>

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<p>8. Role of the Steering Committee</p> <p>P. Estaria showed the viewgraphs that had already been shown in Bologna (Planck) and Villafranca (FIRST). It was agreed that:</p> <ul style="list-style-type: none"> • The CWG Steering Committee should carry on its activities as currently defined. • Terms of reference for the F-GSAG and P-GSAG will have to be defined. • The Planck Ground Segment System Engineering Group (P-GSSE group) should be formally set up and resume the elaboration of a the Planck Operations scenario (activities started in June 1999 and November 1999 in preparation for the joint HFI-LFI DPC review in December 1999) • The link between the F-GSSE and P-GSSE groups should be established and maintained. <p>9. AOB</p> <p>- SCOS-2000 status report: Introduced by P. Estaria (see attachment). The following was agreed:</p> <ul style="list-style-type: none"> • The SCOS-2000 activities should remain coordinated (coordination P. Estaria until meeting with ESOC) • All groups (when not already done) should give their reaction (E-mail to P. Estaria) to the inputs already provided by ESOC. i.e. (i) draft licence agreement, (ii) "Service and Support" proposal, (iii) SCOS-2000-to-SCOE standard interface. Due date: 31.03.00 • A meeting with ESOC is tentatively scheduled for 18-19 April 2000 at ESOC (starting at 14:00 on the 18th). J. Dodsworth will confirm the date as soon as possible. This meeting will cover all aspects (technical, logistics, maintenance, costs, schedule, etc.) • O. Bauer will coordinate all the inputs required to generate a complete delta-URD (covering RTA, commanding, test control, etc.). Due date 31.03.2000 <p>- FSC K-O meeting: Presented by G. Pilbratt (see attachment). The FIRST Science Centre (FSC) core team is now in place. The formal Kick-off of the FSC activities took place on the 23.02.2000 with ICC, ESOC and Project's representation. Short term work plan (till mid-April 2000) and medium term work plan (till end-October 2000) as well as corresponding responsibilities have been agreed.</p> <p>- ICC/DPC Reporting The FIRST/Planck Project reminded (once more!) the FIRST and</p>	<p></p> <p>STC-AI:4/5</p> <p>STC-AI:4/6</p> <p>STC-AI:4/7</p>

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<p>Planck Instrument Project Managers of the PI teams obligation to provide monthly ICC (FIRST) and DPC (Planck) reports. Due to lack of regular reporting ESA's visibility into several aspects of DPC and ICC activities is very poor. The PMs agreed to undertake the necessary steps to correct the situation. Due date: ASAP</p> <p>- Next meeting</p> <p>The next meeting of the Commonality Steering Committee will take place in ESTEC on 29.06.2000</p>	
<p>PART 2</p>	
<p>Introduction by T. Passvogel. The purpose of the PART2 meeting was the identification of all S/C - Instrument Interface issues to be resolved prior to the selection of the FIRST/Planck Contractor. ESA had identified 9 CWG (see attachment). The following was agreed:</p>	
<ul style="list-style-type: none"> • All CWGs identified by ESA are required. • All WGs, except the FEMC and PEMC working groups must have generated the inputs required by mid-May 2000 (ITT schedule) 	
<ul style="list-style-type: none"> • An additional WG dedicated to "Power" issues needs to be set up. T. Passvogel will organise. Due date: 15.03.00 	<p>STC-AI:4/8</p>
<ul style="list-style-type: none"> • J. Dodsworth (ESOC) requests to become a member of the FPD (S. Thuerey) WG. This is accepted 	
<ul style="list-style-type: none"> • The PI teams shall provide to ESA (directly to the ESA WG chairmen) the names of their representatives in the various WGs. They should also indicate dates of non-availability of these representatives in order to allow the chairmen of the various WGs to schedule their 1st meeting. Due date 08.03.2000. 	<p>STC-AI:4/9</p>
<ul style="list-style-type: none"> • No specific WG is needed to define the various vibration levels applicable to the experiments. These levels will be provided in the IID-A. 	
<ul style="list-style-type: none"> • The principle of a "black paint" WG is accepted. This is obviously not related to the ITT, therefore not considered urgent. 	
<p>As requested by ESA all PI groups have provided their list of questions in advance of the meeting. The complete list has been compiled by ESA. (see attachment). Each question has been allocated to the corresponding WG. This will serve as a basis for the practical organisation of the WGs.</p>	
<p>There was no AOB on PART2. The meeting adjourned at 16:30.</p>	



Action Item Initiation Sheet

Date : 02/03/2000
 Ref : PT/MM-07486
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Title: SUBJECT:

Place:

Ordinal Action Number	Title and Description	Due Date	Originator		Actionee		Completion	
			Firm	Person	Firm	Person	Date	By Document No.
AI: 4-1	PACS and SPIRE to close outstanding Actions AI-FI-06892-01 and-02	31.03.00	ESA		SPIRE PACS	King Bauer		
AI: 4-2	Produce executive summary on RTA CWG activities	31.03.00	Steering_Com		SCI-SA	Heras		
AI: 4-3	Produce executive summary on FINDAS-IDIS CWG activities	31.03.00	Steering_Com		SCI-SA	Claes		
AI: 4-4	Analyse FIRST "common" EGSE input. Assess implications on ITT	31.03.00	Steering_Com		ESA	F/P Proj.		
AI: 4-5	All PI-groups to provide (E-mail to Estaria) their inputs to ESOC's SCOS-2000 proposals	31.03.00	ESA	Estaria	All PI-groups			
AI: 4-6	Coordinate inputs for generation of complete SCOS-2000 delta-URD	31.03.00	ESA	Estaria	PACS	Bauer		
AI: 4-7	Resume ICC/DPC progress reporting	ASAP	ESA			PI-PM's		
AI: 4-8	Set up "power" CWG	15.03.00	Steering_Com		ESA	Passvog		
AI: 4-9	Provide names and non-availability dates of CWG representatives	08.03.00	ESA		All PI-groups			