

Subject: Tuesday teleconference

Hello Everyone,

Here is a summary of the Project Manager's teleconference on 1st August. From now on I will distribute these summaries to all SPIRE PMs, irrespective of whether they take part in the teleconference, as the topics discussed may be of relevance to all. The final part of the email contains a proposed list of participants to the next teleconference. If you feel you should take part, please let me know and I will add you to the list.

Ken

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IIDs:

Colin has looked at the IID PartB and found that ESA have not updated the harness requirements in line with information we provided some time ago.

Bruce will send any more updates to Colin who will coordinate the response to ESA by the deadline (9th Aug)

Bruce will look at Part A to check if it now reflects our comments made on the previous version.

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Parts Procurment:

We have had further contact with ESA regarding the parts procurement exercise:

We need to provide as much information as possible to ESA before the next CPP meeting in September. In particular we they want to know

1. the name of a representative from each institute who will be responsible for defining the requirements for parts for that institute. The intention is to have a meeting of these representative to inform them of the CPP process (probably some time in September)
2. the type, number and need dates of all components (active and passive) including cabling and connectors required for each institute. The requirements for the cryoharness are available in the IID Part B. ESA are aware that we need the definition of the cryoharness soon in order to be able to build one for the test cryostat. They suggested that the parts procurement group would come to a decision by early next year. This is incompatible with our present schedule, which requires the definition to be available by the end of the year.

I have provided ESA with the partial parts list available from IFSI, plus some names.

Lionel said that SAp would be responsible for the definition of the components required for the cooler subsystem. He also agreed to send a definition of the thermistors to be used in the cooler subsystem so that other subsystems could evaluate whether they met their requirements and we could use a common part throughout the instrument.

Ian agreed to produce a provisional parts list by September, as ATC had a milestone to provide an initial BSM electronics design to LAM in the next two weeks.

Don said that when the parts list was available he would ensure that the contractors building the shutter would use only parts from this list. However he also pointed out that the shutter electronics is not flight hardware and so the only parts foreseen would be connectors.

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Reviews:

Bruce had issued a note on the work required leading up to the Detailed Design Reviews. This included a series of 'summits' to discuss, in detail, aspects of the system design. No-one made any comments on the note.

All agreed to send their (or relevant persons) availability for the Thermal Summit to Bruce

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Monthly Reports:

I reminded PMs that the July monthly report was due. From now on I will be providing a report to ESA each month. This report will be divided into sections for each subsystem and if I do not receive anything by the 1st of the month I will note this in the report.

It was emphasised that we cannot continue without reports from now on - we are starting to reach milestones identified in the PDR schedule and need to track these.

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Outstanding Actions:

** Ken will look at the new AIV plan and come up with a list of new delivery dates in the form of a new Major Milestone List.

(see attached document - highlighted dates are guesses based on the previous schedules, please update if necessary)

** PMs to check the schedule milestones and delivery dates and confirm that the list is complete and that they can deliver on time, by 11th August.

** PMs to provide Ken with name of their CPP representative and a preliminary parts list by early September

** PMs to provide the availability of persons necessary for the Thermal Summit to Bruce by 15th August

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The next Project manager's telephone conference will take place on Tuesday 8th August, at 16:00 UK time.

Please confirm your availability and the following telephone numbers are correct.

Jean Louis Augueres/Christophe Cara.....**0033 169 08 3058 (next available 5th Sept)**
Riccardo Cerulli-Irelli.....**0039 06 4993 4377 (next available 5th Sept)**
Colin Cunningham/Ian Pain.....**0131 668 8223**
Lionel Duband.....**0033 476 88 4134**
Matt Griffin.....**020 7882 5068**
Ken King/Bruce Swinyard.....**01235 44 6558**
Jerry Lilienthal.....**001 818 354 9082**
Dominique Pouliquen.....**0033 49 1 05 5949 (next available 22nd Aug)**
Berend Winter.....**01483 20 4146 (next available 15 Aug)**
Don Peterson.....**001 613 990 0808**



SPIRE Major Milestone
List Iss...