
From: Matt Griffin [M.J.Griffin@qmw.ac.uk]
Sent: 30 March 2001 12:17
To: Peter Ade; Philippe Andre; Jean-Louis Augueres; Jean-Paul Baluteau; Andree Laloge; Jamie Bock; Christophe Cara; Riccardo Cerulli; Pierre Cox; Colin Cunningham; Gary Davis; John Delderfield; Anna Di Giorgio; Lionel Duband; Roger Emery; Hans-Goran Floren; Alberto Franceschini; Walter Gear; Samantha Heys; Peter Hargrave; David Kelsh; Ken King; Emmanuel Lellouch; Gerald Lilienthal; Judy Long; Guy Michel; Harvey Moseley; Seb Oliver; Goran Olofsson; Ian Pain; Francois Pajot; Gary Parks; Ben Parvin; Ismael Perez-Fournon; Don Peterson; Dominique Pouliquen; Michael Rowan-Robinson; Paolo Saraceno; Bruce Swinyard; Joe Taylor; Neal Todd; Laurent Vigroux; Berend Winter; Gillian Wright
Subject: SPIRE IIDR



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Dear all,

A reminder and note on IIDR preparation:

- * The SPIRE IIDR is at RAL on Mnday and Tuesday April 23/24
- * Attached are
 - The draft agenda
 - A viewgraph template for presenters
- * Please contact Judy Long for help with accommodation arrangements
- * As you know from previous e-mails, this review is a vital one that will decide whether we can proceed to the next phase of the project. I believe we are in good shape for that, but it is very important to prepare well for the review. Ken King is in charge of collating the documentation and will need inputs from various people.
- * Because we have a 3-day meeting with Alcatel the week before, it will be essential to get all the preparations done well in advance. Our hard deadline for finalisation for the documents is April 13.
- * Presenters please note:
 - The review is based primarily on a large volume of distributed documents.
 - The purpose of the short presentations is to highlight the important features in the documentation to allow the Review Board (and the rest of us) to make a proper assessment of the state of our design and programme.
- * I would like all participating institutes to be represented by senior people at this review

Cheers,

Matt

SPIRE IIDR RAL, 23, 24 April 2001 Agenda

Day 1 23 April

Start Time	End Time	Duration (Min.)		
			Introduction Chair: King	
14:00	14:10	10	Welcome and logistics	King
14:10	14:30	20	Purpose and organisation of the review	King
14:30	14:45	15	Review Board perspective	Passvogel
14:45	15:15	30	Instrument design and observing modes	M. Griffin
15:15	15:30	15	Coffee	
			SPIRE Overview and System Design Chair: King	
15:30	16:00	30	Instrument system design	Swinyard
16:00	16:20	20	Optical and opto-mechanical design	Swinyard
16:20	16:40	20	Electrical design and grounding scheme	Delderfield
16:40	16:55	15	Instrument budgets	Cunningham
16:55	17:15	20	IID-B and Herschel interfaces	Delderfield
17:15	17:30	15	Failure modes/criticality analysis	Swinyard
17:30	17:45	15	EMC	D. Griffin
17:45	18:00	15	Thermal design and modelling	Heys
18:00	18:30	30	Questions and clarifications	

Day 2 24 April

Start Time	End Time	Duration (Min.)		
			Instrument Development and Verification Chair: Griffin	
09:00	09:20	20	Management plan	King
09:20	10:20	60	Development plan and schedule	King
10:20	10:40	20	Coffee	
10:40	11:00	20	PA Plan	Kelsh
11:00	11:45	45	Model Philosophy, Qualification and AIV	Swinyard
11:45	12:25	40	GSE and AIV/calibration facility	Smith
12:25	13:00	35	Questions and clarifications	
13:00	14:00	60	Lunch	
			Major Subsystems: Design and Interfaces Chair: King	
14:00	14:30	30	Detectors	Bock
14:30	15:00	30	FPU structure and thermal straps	Winter
15:00	15:30	30	FTS	Pouliquen
15:30	15:45	15	Coffee	
15:45	16:05	20	BSM	Cunningham
16:05	16:20	15	He-3 cooler	Heys?
16:20	16:40	20	DRCU	Cara
16:40	16:55	15	DPU and OBS	Di Giorgio
16:55	17:10	15	Instrument commanding	King
17:10	17:40	30	Questions and clarifications	
17:40	18:40	60	Review Board meeting	
18:40	19:00	20	Review Board feedback	

Title

Presenter's Name

Affiliation

Heading

- **Words in large legible type like this (e.g. Arial > 18-point)**
- **Clearly labelled diagrams**
- **etc.**
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