

**Notes on project managers teleconference
6/8/2001**

SPIRE-RAL-MOM-000796

Chair: Eric Sawyer

Present:

| Name | Yes | No |
|----------------------|------------|-----------|
| Lionel Duband | X | |
| Ben Parvin | X | |
| Berend Winter | X | |
| Matt Griffin | X | |
| Peter Hargrave | X | |
| Jerry Lilienthal | X | |
| Joe Taylor | X | |
| Ian Pain | X | |
| Don Peterson | X | |
| Bruce Swinyard | X | |
| Ken King | part | |
| | | |
| Dominique Pouliquen | | |
| Gary Parks | | |
| Jean-Louis Auguerres | | |
| Doug Griffin | | |
| Dave Smith | | |
| Eric Clark | | |
| John Delderfield | | |
| Didier Ferrrand | | |
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Subsystem reports

CEA Grenoble

Manufacture started, available end October. On schedule. Temperature stability tests ongoing.
Action on RAL to respond cleanliness questions, feedback from PACs also required.

JPL

CDR last week, board report to be sent to RAL. Tiger team set up, first meeting held last week.

Detector summit, 5th and 6th.September.

MSSL

Progress on FEA.

Response on the mirrors from RAL on Wednesday.

Cardiff

New design engineer and technician started, plus another next month.

DDR dates to be released next week.

Possibly 14 September.

Change to IID submitted.

Design changes to SCAL, extra thermistor channels required.

Cold strap test planned in the next two weeks.

RAL

Note on changes to IRD will be issued very soon.

| No. | Action | Who | Due date | Response/Comment | Status |
|----------------|---|------------|-----------------|---|---------------|
| 010326-07 | Issue an updated shutter SSSD | Don | 31/7/01 | This will be produced after the review next week (DDR). | Open |
| 010402-05 | Provide information on the parts approval and quality status for the Canadian components. | Don | 31/7/01 | USK plan to use NASA approved parts wherever possible. A preliminary parts list will be available at the DDR. | Open |
| 010509-10 | Specify date of the FTS DDR | Dominique | | Likely end Sept TBC | Open |
| 010509-10 | Provide draft of an instrument operations document | Sunil | 30/6/01 | Status not known | Open |
| 010509-12 | Specify date of the DRCU Simulator DDR | Goran | 19/5/01 | | Open |
| 010530-01 | Clarify whether an MCU-BSM ICD is available or planned to be written | Dominique | 15/6/01 | Planned to be complete by 31/7/01 | Open |
| 010611-03 | Devise and implement a Livelink report to display document information for a given folder | Ken | 29/6/01 | | Open |
| 010611-05 | Notify SAP of the grounding scheme to be used for the DRCU | John | ASAP | Status not known | Open |
| AI-MAN-0753-01 | Specify DDR date | Ian | 20/7/01 | 30 July | Closed |
| AI-MAN-0753-02 | Optimise DDR dates to minimise clashes | Eric S | 20/7/01 | | Open |
| AI-MAN-0753-03 | Review cost of cold vibration tests | Eric S | 20/7/01 | | Open |
| AI-MAN-0753-06 | Provide more detailed mass breakdown | JPL | 20/7/01 | | Closed |
| | | | | | |
| AI-MAN-0796-01 | Respond cleanliness questions,. | RAL | 17/8/01 | | |
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