

**Notes on project managers teleconference
20/8/2001**

SPIRE-RAL-MOM-000823

Chair: Eric Sawyer

Present:

Name	Yes
Lionel Duband	x
Ben Parvin	
Berend Winter	
Matt Griffin	
Peter Hargrave	
Jerry Lilienthal	
Joe Taylor	x
Ian Pain	x
Don Peterson	x
Bruce Swinyard	
Ken King	
Dominique Pouliquen	
Gary Parks	
Jean-Louis Auguerres	
Doug Griffin	
Dave Smith	
Eric Clark	x
John Delderfield	
Didier Ferrrand	

Subsystem reports

Grenoble

Parts in manufacture, Testing on thermal straps ongoing. Temp stability tests ongoing.
Still awaiting input on cleanliness.

USK.

Outstanding actions to be cleared next week.

PDR issues are being addressed.

Harness doc still has info that pre dates PDR, comments will be passed to John.

IID-B changes are being addressed.

Instrument spec changes are being addressed.

Cardiff.

Not present, but sent a report

DDR date now fixed for 18th September. Invites & agenda to go out by tomorrow.

Thermal tests on SCAL prototype (new design) have validated the thermal model & exceed instrument requirements (goals achieved - spectrum matched to within 5% from 200-400um). The spectrum matching estimate comes from another (radiative) model which estimates the emitter temperatures required, and these temperatures have been exceeded within the power budget.

New PCAL source in lab (HB6) - Install in dewar this week.

300mK strap tests will proceed this week - these are conducted in the same dewar as the SCAL tests, and will run in parallel with further SCAL tests.

JPL optics are ready for shipping - need to talk to Hien/Jamie to talk over a few details - filters are in manufacture.

ATC

Wrap up session 23/8/01.

Prototype is assembled and cool down test completed.

JPL

No specific report.

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		open
AI-MAN-	Ensure progress reports are sent to RAL (Eric Sawyer) each month.	ALL	Monthly	Thank you to those PMs who did send a report	open
AI-MAN-	Confirm that Dates listed in the major milestone list are acceptable	All	ASAP		open
AI-MAN-0823-01	JD to inform USK of cryo harness to the shutter details.	John Delderfield		JD to contact Don	open