

**Notes on project managers teleconference
10/9/2001**

SPIRE-RAL-MOM-000851

Chair: Eric Sawyer

Present:

| | |
|-------------------------|---|
| | |
| Lionel Duband | X |
| Ben Parvin | |
| Berend Winter | X |
| Matt Griffin | |
| Peter Hargrave | X |
| 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 | X |
| Eric Clark | |
| John Delderfield | |
| Didier Ferrand | X |
| Riccardo Cerulli-Irelli | |

Subsystem reports

IFSI (Riccardo)
Not present

Grenoble (Lionel)
Parts in manufacture, Testing on thermal straps ongoing. Temp stability tests ongoing. Tech note in preparation
Still awaiting input on cleanliness. Eric to chase Bruce.
No problems identified.

USK. (Don)
Subsystem spec doc (IRD) being updated.
Parts – response sent 31/8/01 answer from RAL required.
Tests being carried out on flex cable at 12K.
Milestones being assessed, no problem identified.
FTS for AIV facility, input required, Don to chase.

Cardiff. (Peter)
Documents for DDR almost complete.

Schedule updates being completed.
Some slip in delivery to ATM.

ATC (Ian)

Two axis prototype in test now. Good results being obtained.
DDR docs being updated. Closeout report from Doug required before closeout can be completed.

JPL (Jerry)

Not present.

MSSL (Berend)

Vibration at subsystem level still a problem.
Cooler has analysed worst case vibration levels, not seen as a problem.
FEA work continuing, good progress being made. More confidence in results.
Interface issue with JPL identified at JPL review. Larger capstans have resulted in an increased envelope. Bolt sizes are still an issue.
Documentation for DDR being completed.
Contact ATM re optical interface.
Telecon with Shutter (USK and Comdev) to discuss interface issues, possibly 14, 20, 21 September.

LAM. (Didier)

Documentation for SMEC DDR being prepared.
DDR Proposed date is 27 and 28 September. (combined SMEC and MCU)
Prototype testing going well.
Harness definition doc - comments sent to John Delderfield, some questions answered.
No further progress on software.

SAP (Jean-Louis)

Not present

RAL, AIT (Dave)

DDR last week, some schedule issues.
STM, BSM will be used for test, what surface finish is required, RAL to specify.
HOB simulator discussion required, Dave to schedule.
Test plans for functional and acceptance tests required, including subsystem EGSE requirements. Required by start October.

| 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. | Closed |
| 010509-10 | Specify date of the FTS DDR | Dominique | | Proposed 27 and 28 Sept | closed |
| 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 | | closed |
| 010611-05 | Notify SAP of the grounding scheme to be used for the DRCU | John | ASAP | Status not known | Open |
| AI-MAN-0753-02 | Optimise DDR dates to minimise clashes | Eric S | 20/7/01 | Most dated now fixed | closed |
| AI-MAN-0753-03 | Review cost of cold vibration tests | Eric S | 20/7/01 | ongoing | Open |
| AI-MAN-0796-01 | Respond cleanliness questions,. | RAL | 17/8/01 | CEA have requested this again. | 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 | closed |
| AI-MAN-0845-01 | Urgent need for spec on RF filters | RAL | 10/9/01 | | closed |
| A!-MAN- | Check status of the FTS for the AIT facility | Don | 17/9/01 | | open |