

**Notes on project managers teleconference
24/9/2001**

SPIRE-RAL-MOM-000873

Chair: Eric Sawyer

Present:

Lionel Duband	X
Ben Parvin	
Berend Winter	X
Chris Brockley-Blatt	X
Matt Griffin	
Peter Hargrave	
Jerry Lilienthal	X
Joe Taylor	X
Ian Pain	X
Don Peterson	X
Bruce Swinyard	
Ken King	X
Dominique Pouliquen	
Gary Parks	X
Jean-Louis Auguerres	
Doug Griffin	
Dave Smith	
Eric Clark	X
John Delderfield	
Didier Ferrrand	
Riccardo Cerulli-Irelli	
Renato	X

Subsystem reports

IFSI (Riccardo) – DPU
Progress meeting at CG next week,
HIFI simulator delivered 7/9/01.
CPU board on schedule.
IF board late.
SPIRE simulator to be delivered next week.

Grenoble (Lionel) – Cooler
New test cryostat is planned.
Cooler parts manufacture on schedule.

USK. (Don) - Shutter
Shutter solid model is consistent.
Harness definition doc being reviewed.
Latch telemetry issue to be discussed at meeting with ESA/Alcatel this week.
DDR report to be in final draft this week

Shutter heater will be off during cooler regeneration.

Cardiff. (Peter) Filters, calibrators
Not present

ATC (Ian) - BSM
2 week delay in STM programme.
Prototype working in chop and jiggle.
Magnetic modelling request to MP Ae.
Clean room tests being carried out.

JPL (Jerry) - Detectors
Release of drawings for fab 25/9/01.
Some minor interface issues still open
JFET membrane test scheduled for this week.
All documents planned for sign off at next meeting.
Thermal strap interface is still open, in detail e.g. torque of fasteners.

MSSL (Berend) – Structure
DDR date likely mid December.
Some Interfaces not closed, especially SMEC, JFET and baffles.
Mirrors, 2K box supports, DBAs being progressed.
MGSE/AIT facility meeting held.

LAM. (Didier) - Mirrors, SMEC
Not present

SAP (Jean-Louis) - DRCU
Not present

RAL, (Dave) - AIT
Not present

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
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
AI-MAN-0753-03	Review cost of cold vibration tests	Eric S	20/7/01	ongoing	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-0851-01	RAL to specify., what surface finish is required, for the STM, BSM .	Dave Smith	30/9/01		open
AI-MAN-0865-01	Confirm to JPI proposed return date of CQM BDA.	ECS	30/9/01		open