

**Notes on project managers teleconference
01/10/2001**

SPIRE-RAL-MOM-000898

Chair: Ken King

Present:

Lionel Duband	X
Ben Parvin	
Berend Winter	
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	X
Gary Parks	
Jean-Louis Auguerres	
Doug Griffin	
Dave Smith	
Eric Clark	
John Delderfield	
Didier Ferrand	X
Riccardo Cerulli-Irelli	
Renato Orfei	

Subsystem reports

JPL (Jerry)

Purchase orders issued for BDA, except for critical items (waiting for mechanical ICD sign-off at end of week). Strain relief is the only open item.

Monthly report to be issued today.

Delivery of CQM BDAs is likely to be 3 months late - still to be checked and confirmation of date given by Thursday

ATC (Ian) - BSM

Has Brian requested connectors for common procurement? Ian will contact John about this.

2 week delay in DM programme - people are now back at ATC and the delay will be monitored over the next week or so.

Talking with RAL about doing some FEA work but RAL may be overbooked?

MSSL (Berend) – Structure

2k Box work is progressing

Reviewing Schedule - should be done this week - trying to bring DDR to mid-November
BDA, BSM ,SCAL, thermal straps interfaces should be closed this week

Beam footprint analysis continued to non-optical components (stops/dichroics)

USK. (Don) - Shutter

Worry about meeting the lower blade temperature requirement if the cryostat lid is at 300k. Need emissivity of ~3% to allow this. Joe will contact Bruce about the need for the lower temperature (i.e. for which tests is it required?)

Test Procedures are available - will be distributed to Dave on Friday.

LAM. (Dominique) - Mirrors, SMEC

Preparing for DDR (22-23 Oct) - documents needed by end of next week.

SMEC actuator - is it necessary to provide full performance at room temperature?

- if not then could alter pivot stiffness and reduce current required at low temps.

Consequence would be that it would only be possible to move the FTS by ~10% of the full travel at room temperature using the MCU.

Test of mirror manufacture procedure next week at manufacturer's workshop.

List of commands should be available by end of next week

SBT (lionel)

Coolers are being manufactured.

Test procedures being written

Drawings for new test cryostat (able to test 48 hrs hold time) ready for issue of ITT

IFSI (Riccardo) – DPU

Not present

Cardiff. (Peter) Filters, calibrators

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-0820.01	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-0820.02	Confirm that Dates listed in the major milestone list are acceptable	All	ASAP		open
AI-MAN-0865-01	RAL to specify., what surface finish is required, for the STM, BSM .	Dave Smith	30/9/01		open
AI-MAN-0865-02	Confirm to JPI proposed return date of CQM BDA.	ECS	30/9/01		open