

Title: **Utilisation of the Astrium FTP Server**

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Issue	Date	Sheet	Description of Change	Release
1	13.03.02	All	Initial Issue	
3	03.04.03	6	FTP-Server address	

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## 1 Introduction

In the time of the “paperless world” most of the documentation in the Herschel project is distributed in electronic format. In order to streamline the documentation transfer and simultaneously circumvent some E-mail server boundaries w.r.t. file size – at least at Astrium – we have set up the FTP server as a platform for submission and transfer of documents. At the same time the system will allow the controlled receipt and distribution of documents not only at Astrium.

## 2 Server Configuration

The server is configured such that all major companies having direct contact with Astrium have their own folder set up. Every company has been provided – or will be provided - with the detailed address and password for access to their folder. At present folders have been set up for the final customer ESA, the customer and Prime Contractor Alcatel, the core team company Alenia, for the three instruments HIFI, PACS and SPIRE, and in addition a “Common” for general purpose use.

In case a participating company in the Herschel EPLM project does not have his own FTP server a dedicated folder for that company will be installed on the Astrium FTP server with two subfolders called “to Company X” and “to Astrium”.

FTP server address: ftp-fdh.astrium-space.com

User Name:

Folders:

SUB-Accounts	Folder Title	Password
her-aspi	alcatel	Provided separately for every user
her-als	alenia	
her-com	common	
her-esa	esa	Note: password is <b><u>case</u></b> sensitive
her-hifi	hifi	
her-pacs	pacs	
her-spire	spire	

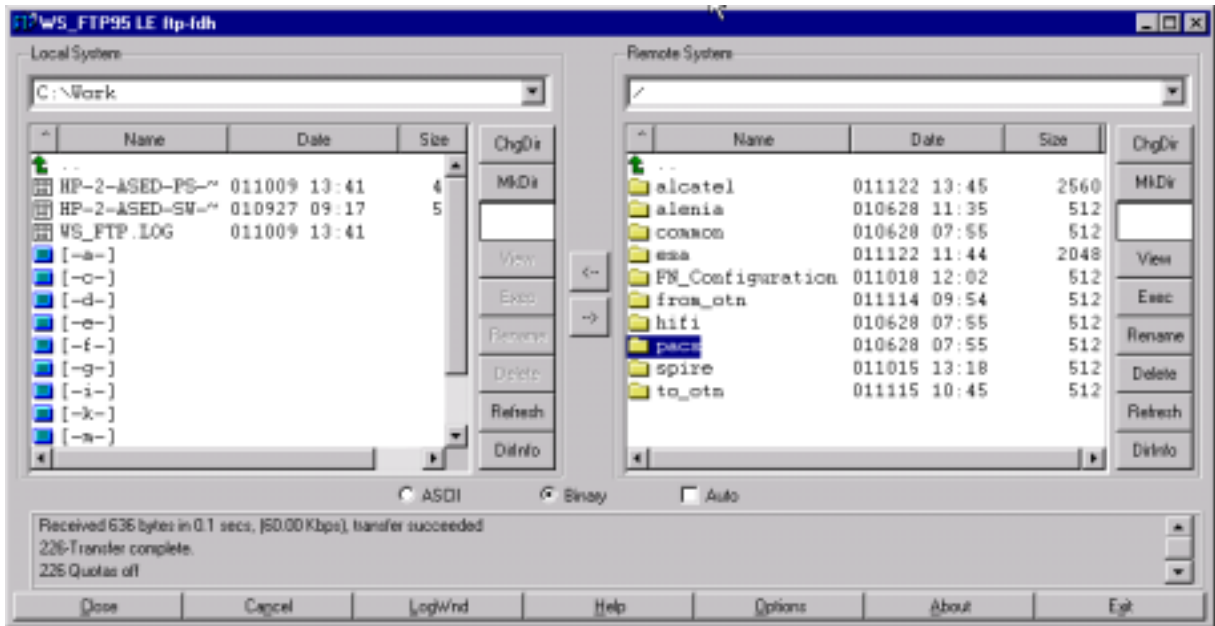


Fig. 2-1: Screenprint of the FTP server set-up

The allocated size on the Astrium FTP server is limited and consequently it is not intended to serve as a documentation system or its back-up. It is a platform providing the possibility of file and documentation transfer. The recipient is requested to delete the entry after having copied it onto his system and successfully verified the correct receipt.

### **3 Distribution of Documents / Files**

#### **3.1 Distribution of documents/files by Astrium**

All documents officially submitted, be it for approval, review, commenting or archiving, will be placed onto the Astrium FTP server into the respective folders. At the same time a despatch note as fax will be submitted to the addressees providing the document details (e.g. document title and number with required action) and the exact location (folder and subfolder) on the Astrium FTP server. These actions are performed by the documentation responsible at Astrium. The recipient is requested to copy the document into his system, verify correct receipt, include it in his documentation system and thereafter delete the entry on the FTP server. At the same time the recipient shall return the signed despatch note by fax to Astrium. In this way Astrium can verify that the document has been received by the addressee.

#### **3.2 Distribution of documents/files to Astrium**

All documents officially submitted, be it for approval, review, commenting or archiving shall be placed by the sender into the respective folder on his own FTP server. At the same time the sender shall submit a despatch note as fax to the Astrium single point of contact for documentation stating the exact location (folder and subfolder), which document he has placed there and what action is required from Astrium. The Astrium documentation responsible will copy the document into our documentation system and initiate the appropriate action. Thereafter the document will be deleted from the FTP server such that the sender has a positive indication that his submittal has been received. In addition the signed despatch note will be returned by fax.

#### **3.3 Using the COMMON Folder**

In order to ease the dissemination of large files circumventing the file size boundaries of E-mail submissions this folder has been set up. Files and documents placed in this folder should in principle follow the same rules as described above for distribution of documents/files to and from Astrium. The only difference is that these submissions are to be considered as direct information exchange between two persons and in consequence thereof will not be included in the Herschel documentation system at Astrium. In order to avoid overflow this folder will be adjusted such that all information older than 10 days will be automatically deleted.



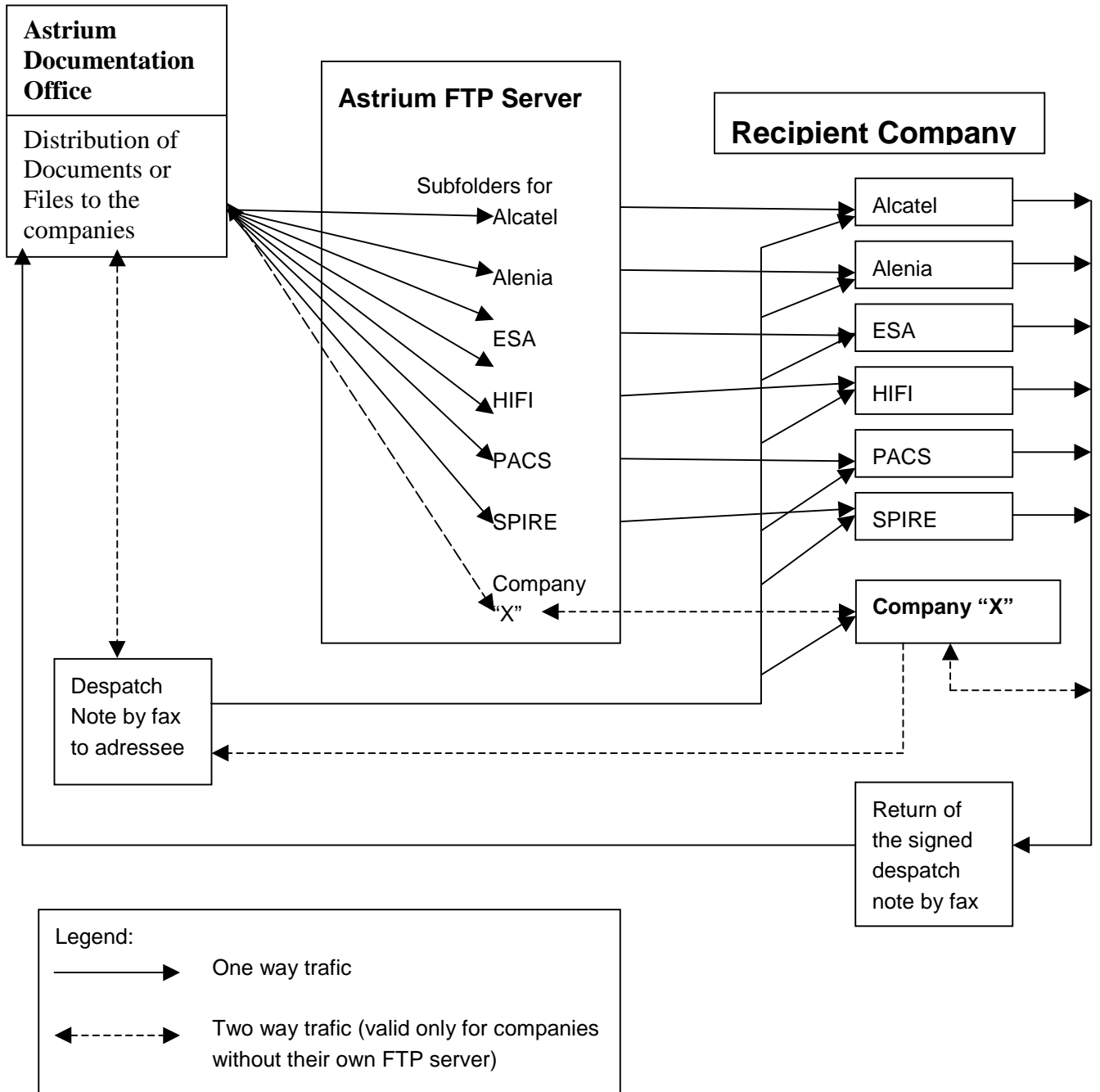
#### 4 NOTE - Official submission of documents

The dissemination of files using the FTP server will be the **only** way of **officially** submitting electronic information to and from Astrium. All E-mail submission of files and documents will be considered as **“for information only”**.

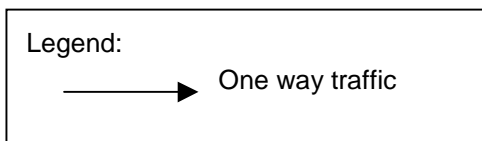
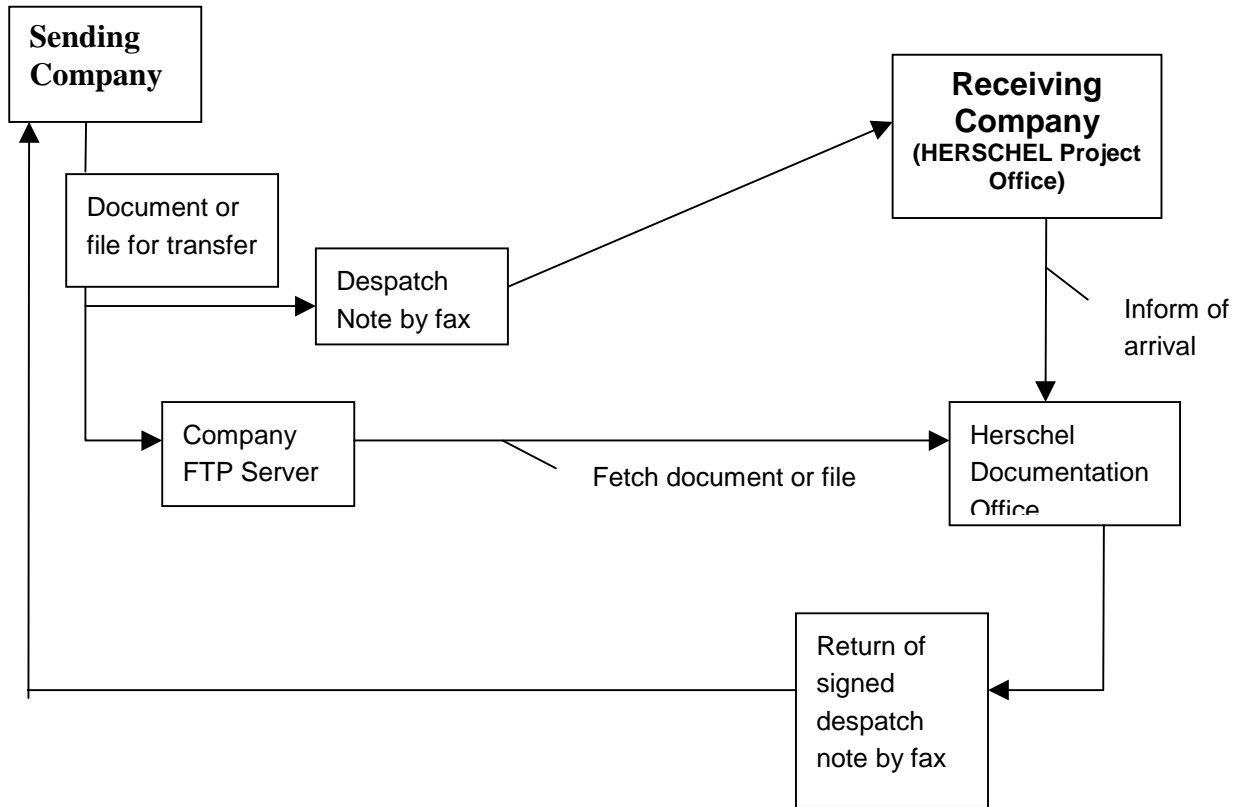
The channelling through the single incoming and outgoing source will allow Astrium GmbH – Herschel Project to assure that all the documents will be entered into the project documentation system and will follow the project distribution system.

## 5 Submitting and receiving flow

### Documents sent by Astrium



Document submission via sender's FTP server to Astrium



The above is only valid for companies having their own FTP server.

END OF DOCUMENT

	Name	Dep./Comp.		Name	Dep./Comp.
X	Alberti von Mathias Dr.	SM 34	X	Schink Dietmar	ED 422
X	Alo Hakan	OTN/IP 35	X	Schlosser Christian	OTN/EN 64
X	Barlage Bernhard	ED 11	X	Schweickert Gunn	SM 34
X	Bayer Thomas	ED 541	X	Stauss Oliver	SM 33
X	Faas Horst	EA 65	X	Steininger Eric	ED 422
X	Fehringer Alexander	SM 33	X	Stritter Rene	ED 11
X	Frey Albrecht	ED 422	X	Suttner Klaus	SM 32
X	Gerner Willi	ED 11	X	Tenhaeff Dieter	SM 34
X	Grasl Andreas	OTN/EN 64	X	Thörmer Klaus-Horst Dr.	OTN/ED 65
X	Grasshoff Brigitte	ED 521	X	Wagner Adalbert	OTN/IP 35
X	Hartmann Hans Dr.	ED 422	X	Wagner Klaus	SM 31
X	Hauser Armin	SM 31	X	Wietbrock, Walter	ED 521
X	Hinger Jürgen	SM 31	X	Wöhler Hans	SM 34
X	Hohn Rüdiger	ED 541	X	Zipf Ludwig	ACE 32
X	Hölzle Edgar	ED 421			
X	Huber Johann	ED 543	X	Alcatel	ASP
X	Hund Walter	SE 76	X	ESA/ESTEC	ESA
X	Idler Siegmund	ED 432		<b>Instruments:</b>	
X	Ivány von András	ACE 32	X	MPE (PACS)	MPE
X	Jahn Gerd Dr.	SM 31	X	RAL (SPIRE)	RAL
X	Kalde Clemens	ED 532	X	SRON (HIFI)	SRON
X	Kameter Rudolf	OTN/EN 64		<b>Subcontractors:</b>	
X	Kersting Stefan	OTN/EN 63	X	Air Liquide, Space Department	AIR
X	Kettner Bernhard	SM 34		Air Liquide, Space Department	AIRS
X	Knoblauch August	ED 531		Air Liquide, Orbital System	AIRT
X	Koelle Markus	ED 533	x	Alcatel Bell Space	ABSP
X	Kroeker Jürgen	ED 542		Astrium Sub-Subsyst. & Equipment	ASSE
X	Kunz Oliver	SM 31	x	Austrian Aerospace	AAE
X	Lamprecht Ernst	OTN/SM 222		Austrian Aerospace	AAEM
X	Lang Jürgen	SE 76	x	APCO Technologies S. A.	APCO
X	Langfermann Michael	ED 541	x	Astrium GmbH Space Infrastr.	ASIP
X	Mack Paul	OTN/EN 64	x	Bieri Engineering B. V.	BIER
X	Moritz Konrad Dr.	ED 65	x	BOC Edwards	BOCE
X	Müller Lutz	OTN/EN 64	x	Dutch Space Solar Arrays	DSSA
X	Muhl Eckhard	OTN/EN 64	x	EADS CASA Espacio	CASA
X	Pastorino Michel	ASPI Resid.		EADS CASA Espacio	ECAS
X	Peitzker Helmut	ED 65	x	Eurocopter	ECDE
X	Peltz Heinz-Willi	SM 33	x	HTS AG Zürich	HTSZ
X	Peters, Gerhard	ED 531	x	Linde	LIND
X	Pietroboni Karin	ED 65	x	Patria New Technologies Oy	PANT
X	Puttlitz Joachim	OTN/EN 64	x	Phoenix, Volkmarsen	PHOE
X	Rebholz Reinhold	ED 541	x	Prototech AS	PROT
X	Reuß Friedhelm	ED 62	x	Rembe, Brilon	REMB
X	Rühe Wolfgang	ED 6	x	SENER Ingenieria SA	SEN
X	Runge Axel	OTN/EN 64	x	Stöhr, Königsbrunn	STOE
X	Sachsse Bernt	ED 21	x	Rosemount Aerospace GmbH	ROSE
X	Schäffler Johannes	OTN/EN 64	x	RYMSA, Radiación y Microondas S.A.	RYM