Title: SPIRE STM Hardware Acceptance Guidelines
Doc Number: SPIRE-RAL-DOC-001406
Date: Friday, 06 September 2002

The following pieces of SPIRE STM hardware are to be delivered to RAL with the following delivery dates.

Item	Institution	Date
BDA	JPL	2 December 02
JFP	JPL	2 December 02
JFS	JPL	2 December 02
Structure (SOB/Phot Cover/Spect. Cover)	MSSL	16 October 2002
Common Mirrors	LAM	18 October 02
FTS optical dummy	LAM	18 October 02
FTS Mechanism	LAM	18 December 02
BSM	ATC	18 October 02
Cooler	CEA SBT	30 January 02
Filters and Dichroics (OGSE)	Uni of Cardiff	18 October 02
SCAL	Uni of Cardiff	18 December 02
P-Cal (part of BSM)	Uni of Cardiff	18 November 02

As the hardware approaches being ready, the following sequence of events will normally occur:

1. The End Item Data Package (EIDP) is compiled[1].
   - The RAL standard EIDP will be made available to the collaborating institutions for use as a pro-forma if required
   - The detailed contents of each chapter of the EIDP to be agreed between the institution and the SPIRE Project Team.
2. Internal readiness review
   - The local sub system project manager, PA manager and project engineers review the contents of the EIDP and the status of the hardware and make an assessment of the readiness of the hardware for delivery.
3. The EIDP is forwarded to the SPIRE Project Team for review, at least two weeks before delivery.
4. A date, location and the list of personnel required to attend the acceptance meeting is negotiated between the institution and the SPIRE Project Team.
5. The acceptance meeting is held, normally at the subsystem institute so that inspection can be carried out. Agreement is reached on the compliance of the items to the requirements.
6. Delivery can then take place.

---

[1] The ECSS have recently changed the name of the Acceptance Data Package (ADP) to End Item Data Package (EIDP)!!! Apparently, it is a change of name but there is little or no change in the expected contents of the document package.