

HERSCHEL / Planck Project

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meeting date	30.8.2006	meeting place	Teleconference ESA/SPIRE/AAS		
chairman	J. Rautakoski				
participants	J. Rautakoski, ESTEC C. Scharmberg, ESTEC E. Sawyer, SPIRE K. King, SPIRE A. Aramburu, SPIRE E. Clark, SPIRE G. Doubrovik, AAS		copy	Participants G. Crone, ESTEC U.Gageur, ESTEC P. Olivier, ESTEC T. Passvogel, ESTEC	
subject	SPIRE AVM DRB				

Description	action	due date
1. Confirm list of deliverable items		
<input type="checkbox"/> SPIRE AVM 2: EIDP Section 01 Shipping list SPIRE AVM 2 <input type="checkbox"/> CoC SPIRE-RAL-DOC-001533: Will be signed before shipment <input type="checkbox"/> The OBSW uploaded in the DPU is version 2.2D, which is the latest flight SW version		
2. Review the Configuration Item Data List, CIDL (as-designed)		
<input type="checkbox"/> There is no dedicated CIDL – the CIDL is the As-built list		
3. Review the actual build status for HW and SW ABCL (as-built)		
a. Review of relevant change proposals status and reconciliation of changes b. Establish potential deviations to the design qualification baseline or to different models		
<input type="checkbox"/> The DPU CIDL SPIRE-IFS-DOC-001485 is the AS-built list <input type="checkbox"/> The CSL (Configuration Status List) SPIRE-IFS-DOC-001033 reflects the status of NCRs and RFWs at the time the AVM was delivered to RAL		
<input type="checkbox"/> SPIRE-RAL-NOT-002690 SPIRE AVM Software Configuration Items List in the EIDP is an old version. Version 2.1 will be included in the EIDP	AI-1, SPIRE	At delivery

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Description	action	due date
4. Review the status of non-conformance (major + minor)		
<input type="checkbox"/> In section 06 of the EIDP <ul style="list-style-type: none"> The NCRs on the DRCU simulators are all closed On Major NCRs has been raised that has been closed by a change in the documentation 		
5. Review the status of waivers/deviations		
<input type="checkbox"/> No waivers raised on the AVM		
6. Evaluate inspection results including cleanliness status.		
a. Verify witness samples b. MIP/KIP reports		
<input type="checkbox"/> The units will be cleaned and a cleanliness statement will be added to section 24 of the EIDP giving the cleanliness status of the equipment evidencing that it is fit to be used in cleanroom conditions	AI-2, SPIRE	At delivery
7. Review the status of the test programme/test flow and test reports		
a. Review the verification status of requirements, VCD b. Qualification/Acceptance test successfully run		
<input type="checkbox"/> Test reports are included in section 16 of the EIDP <input type="checkbox"/> No VCD or compliance matrix is foreseen for the AVM <input type="checkbox"/> SW test report in section 28		
8. Establish acceptability of Residual Hazards, and verify that all safety issues were covered and well understood, including the dangerous goods declaration, when applicable		
<input type="checkbox"/> No safety hazards have been identified		
9. Review all interfaces and critical items		
<input type="checkbox"/> Interface drawings and ICD in section 10 <input type="checkbox"/> Electrical drawings in section 12		
10. Evaluate Historical Records, Mate/demate log, Limited Life Item Records, Open Work Records, Temporary Installation Records, Red Flag Items, and other sections of ADP for content and completeness		
<input type="checkbox"/> No historical record or mate/demate log for the AVM <input type="checkbox"/> No open works, temporary installations or red flag items		
11. Evaluate Operational constraints, Operating and Maintenance Manuals		
<input type="checkbox"/> The OBSW UM in section 28 is version 1.1. This needs to be updated to version 2.1 <input type="checkbox"/> The UM for the DRCU simulator is included in section 8 together with the test procedures	AI-3, SPIRE	At delivery

Description	action	due date
12. Review the hardware status and procedure of packaging, handling shipping, and storage operations		
<input type="checkbox"/> Procedures are included in section 02		
13. Visual inspection of HW		
<input type="checkbox"/> SPIRE will perform an outgoing inspection and include the report in the EIDP <input type="checkbox"/> The incoming inspection will be performed by Alenia upon arrival of the equipment <input type="checkbox"/> SPIRE will support the integration of the AVM and an inspection will be performed before the start of integration		
14. Authorise shipment		
<input type="checkbox"/> Authorisation to ship is given <ul style="list-style-type: none"> The unit will be shipped early in week 36 and will arrive later the same week <input type="checkbox"/> The review of actions will be done as part of the Integration Readiness Review		