

Subject / Title:	Light Trap NCR NRB	Document No:	SPIRE-RAL-MoM-002458	Date	30/06/05	Page 1 of 2
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Spacecraft / Project	Herschel / SPIRE	Meeting Place	
Instrument / Model		Subsystem	

Participants		Agenda
<i>Print Name & Company</i>	<i>Signature Required</i>	
RAL Eric Sawyer		<ul style="list-style-type: none"> • Review NCR- HSO-CDF-NCR-100 • Action List • AOB
RAL Eric Clark		
<i>UCF</i> Peter Hargrave	Signature not required	
<i>UCF y</i> Matt Griffin	Signature not required	
<i>UCF</i> Ian Walker	Signature not required	
<i>MSSLy</i> John Coker	Signature not required	
<i>Company</i>		
<i>Company</i>		Additional Distribution All attendees and Judy Long SPIRE Project office.
<i>Company</i>		
<i>Company</i>		

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Action			Title & Description
No	Responsibility	Due Date	
A 01	RAL		NCR HSO-CDF-NCR-100 started by Cardiff, to be formally numbered and raised by RAL. The chamfer was implemented on the spectrometer box, but not on the photometer. HR-SP-UCF-NCR-003 is the RAL Number allocated to this NCR
A 02	RAL		Check if an NCR was raised on the spectrometer
A 03	UCF		The photometer box is fully assembled. Modifications (undercut) on the light trap to be carried out by Cardiff. The body is aluminium alloy, a small area will be left non Alachrome This small area is acceptable, (put this on the NCR)
A 04	UCF		Extract of NCR as raised by Cardiff: The undercut can be carried out with the photometer baffle intact, but fully bagged / sealed, and with the alignment jigs in place to prevent any stress on the supported hub. The baffle will then undergo the full cleaning procedure (ultrasonic bath with iso-propanol, 24 Hr bake @ 80C) and then full visual inspection with microscope to check for signs of debris & Kevlar distress.
A 05	UCF		Modifications to be carried out by Cardiff. Delivered to RAL Friday 1 st July.
A 06	MSSL		SP-004 interface document to be updated by MSSL and reviewed by Cardiff and RAL.