



**Delivery Review Board Minutes of Meetings
(MoM) & Check list**

**PRODUCT ASSURANCE
Space Science and Technology
Department**

EIDP DRB Subject :	FM DPU Delivery	DRB MoM N°:	SPIRE-RAL-MoM-002678	Issue N°:	1	Page 1 of 3
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EIDP Doc N°/issue:		DRB Location:	RAL SPIRE Project Office	DRB Date:	20-June 06
Spacecraft / Project:	HERSCHEL / SPIRE	Instrument / Model:	FM	Ser No:	

AGENDA & PARTICIPANTS

Participants:		Agenda:
<i>Print Name</i>	<i>Signature Required</i>	
RAL Eric Sawyer		
RAL: Eric Clark		
CGS Alessandro Ricciu		
CGS Massimo Vitta		
ASI Maria Christina Falvella		
ASI Luigi de Angelis		
IFSI Paolo Saraceno		
ISFI Sergio Molinari		
Company / Institute		Additional Distribution
Company / Institute		

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Action			Title & Description
No	Responsibility	Due Date	
			<p>Incoming inspection (visual inspection) carried out by CGS and RAL, IFSI and ASI present during this inspection. See incoming inspection report SPIRE-RAL-REP-002677</p> <p>All inspection satisfactory. Two shock monitors tripped, see report. Minor particulate contamination, removed.</p> <p>The EIDP was sent by separate package at the same time as the hardware, but has not arrived at RAL yet. RAL already has an electronic copy, but a paper copy will be delivered.</p> <p>Functional test carried out using OBS V1, by IFSI with support from RAL and CGS. Procedure HERS-SPIRE-PR-CGS-002 issue 2 was followed. Sections C18.3, C22.6, C22.17, C22.22, E18.3, E22.6, E22.17, E22.22 were followed; behaviour was nominal for all tests.</p> <p>This unit is now considered delivered to SPIRE project SPIRE project will take responsibility for handling the unit from now. The unit (hardware) is covered by guarantee by CGS for two years.</p>

SSTD Incoming Inspection Report

Spacecraft/Project **HERSCHEL / SPIRE**

Document Number **SPIRE-RAL-REP- 002677**

Issue **1**

Sub System **DPU**

Date **20th June 2006**

Model **FM**

INCOMING INSPECTION REPORT

FROM
CGS

TO
Project Rutherford Appleton Laboratory Space Science and Technology Department Chilton DIDCOT OXON OX11 0QX

Applicable sections	
Containers	Yes
External Visual Inspection	Yes
External Connector	Yes
Documentation	Yes
Verification of Interfaccs	No
Extra Comments Sheets	Yes

Drawings / Documents Attached
Photo's

INSPECTION CONDUCTED BY

NAME

Massimo Vitta / Alessandro Ricci

DATE

20th June 2006

WITNESS BY

NAME

Eric Clark (PA) & Eric Sawyer

DATE

20th June 2006

SSTD Incoming Inspection Report

Spacecraft/Project

Document Number

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CONTAINER INSPECTION

TRANSPORT CONTAINERS EXTERNAL CONDITION	REMARKS	Status
Mechanical damage to container fasteners, locks, clips or handling provisions		Checked
Security / Locking Fitted	Each fastener was locked with wire	See Remarks
Markings for destination and description		Checked
Warning labels relating to handling lifting and stacking limits		Checked
Any additional Comments	Delivered in a metal suitcase type container	See Remarks

TRANSPORT CONTAINERS INTERNAL CONDITION	REMARKS	Status
Check Mounting fixtures fitted internal packaging		Checked
Internal padding / packaging required		Checked
Mounting provisions secure		Checked
Any additional Comments		None

ENVIROMENTAL MONITORS					
<u>Temp Monitors</u>		<u>Humidity Monitors</u>		<u>Shock Sensors Triggerd Information</u>	
Fitted: <input type="text"/>	Fitted: <input type="text"/>	5g 10g 15g 25g 50g			
Condition: <input type="text"/>	Condition: <input type="text"/>	Two of the three Shock watch monitors were tripped see photo's			
		X Axis			
		Y Axis			
		Z Axis			

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INSTRUMENT VISUAL INSPECTION

CHECK LIST	REMARKS	RESULTS
Contents against shipping list	Only one box containing DCU found, box containing EIDP missing	Incorrect
Instrument label		Acceptable
Note status of external contamination	Some slight particulate contamination observed removed at RAL	See Remarks
Degradation of paintwork or Coating?		None
Fasteners correctly locked?	No visible Screw locking/staking seen	See Remarks
Check protective covers are correctly labelled and fitted?		N/A
Additional Comments	Some slight particulate contamination observed removed at RAL	See Remarks

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INSPECTION OF ALL CONNECTORS

CHECK LIST	REMARKS (LIST CONNECTOR NUMBERS)	RESULTS
Pin Alignment		Pass
Damaged Sockets		None
Internal Debris		Pass
Connector Covers fitted		Pass
Connector Savers Fitted	Fitted by Massimo in G56 claen room. Using torque setting of less than 0.030Nm (0.025Nm)	See remark
EMC Covers Fitted		Pass
RED Tag Item / Green Tag Items fitted		N/A
Additional Comments		

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DOCUMENTATION CHECK LIST

Check	REMARKS	RESULTS
End Item Data Pack	On delivery note in a second box not found at time of inspection	No
Transportaion Documents		Yes
Packing un- Packing instructions	Included in missing EIDP massimo Had a copy that was used	No
Additional Comments		

Verification of Interfaces

Mechanical interface: dimensions specified in the interface control documents such as mass, flatness of surfaces, location of fixing holes and overall dimensions should be measured accurately and recorded. Record Test Report Number, or confirm that measurement result is included in delivery documentation, (EIDP).

INSPECTION / TEST REPORT NUMBER **CHECKED** To be preformed Later

Electrical interfaces: verifying the location and types of connectors against interface control document is normally carried as part of mechanical verification, confirm this has been done. Functional testing: final functional test report number should be noted.

INSPECTION / TEST REPORT NUMBER **CHECKED** To be preformed Later

SSTD Incoming Inspection Report

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Issue 1

Sub System DPU

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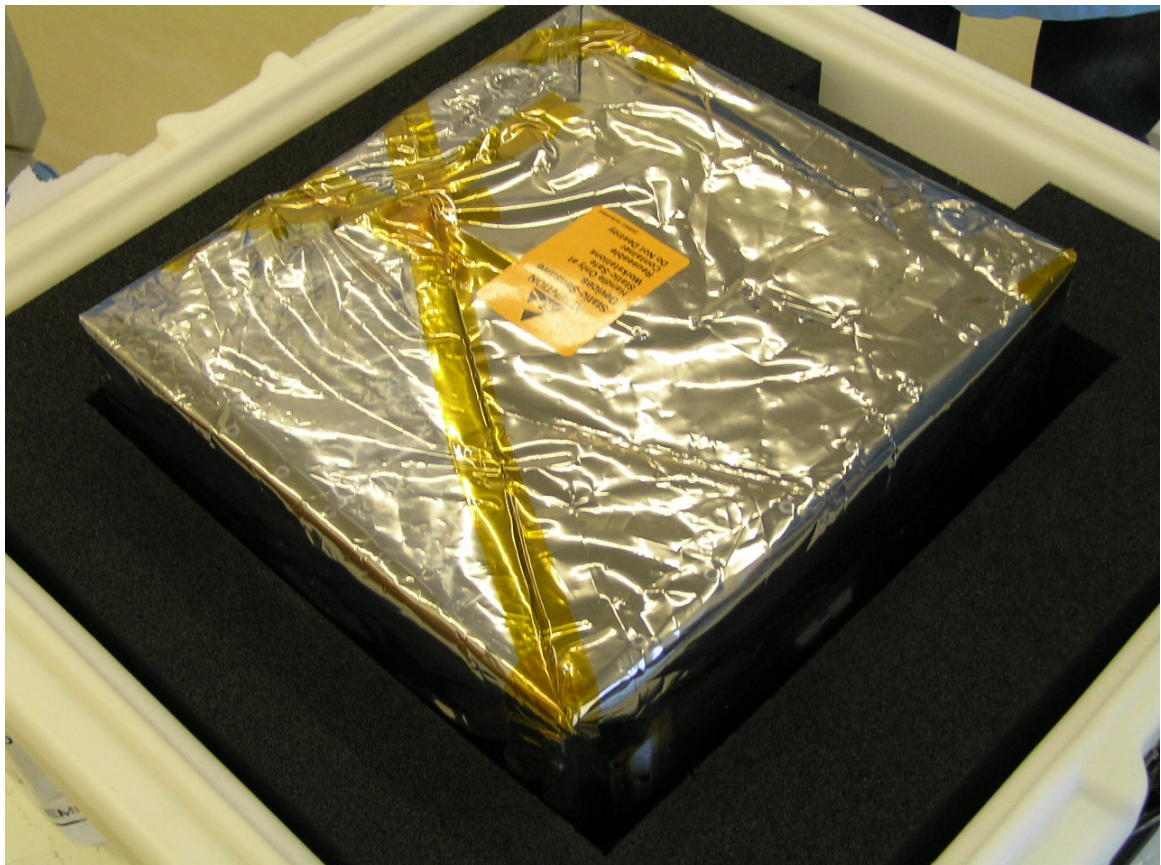
EXTRA COMMENT SHEET

Visual Check only performed as full electrical testing will be performed Later.
Connector Savers and Jack screws cleaned at RAL

Container as delivered to PA section ready for Incoming Inspection.



With Top Removed

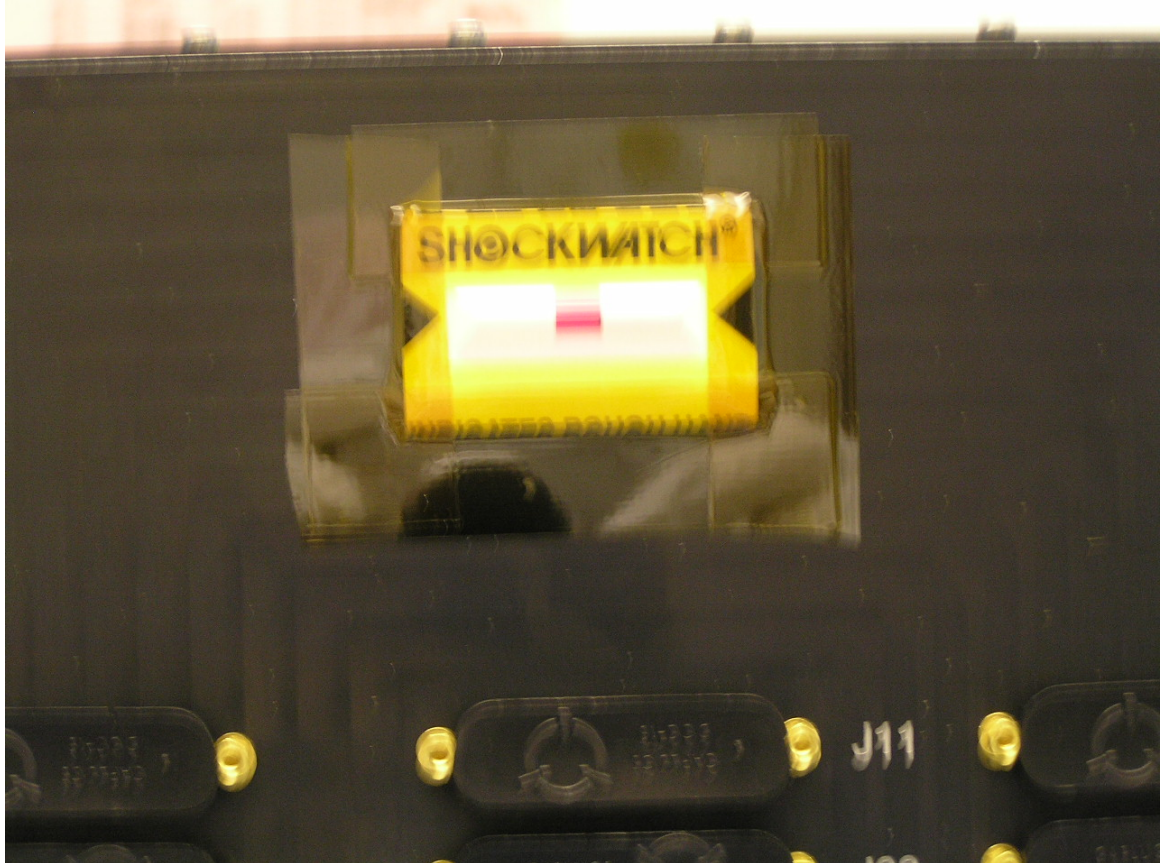


SHOCH WATCH Monitors Tripped Z axis



SHOCH WATCH Monitors OK Y axis





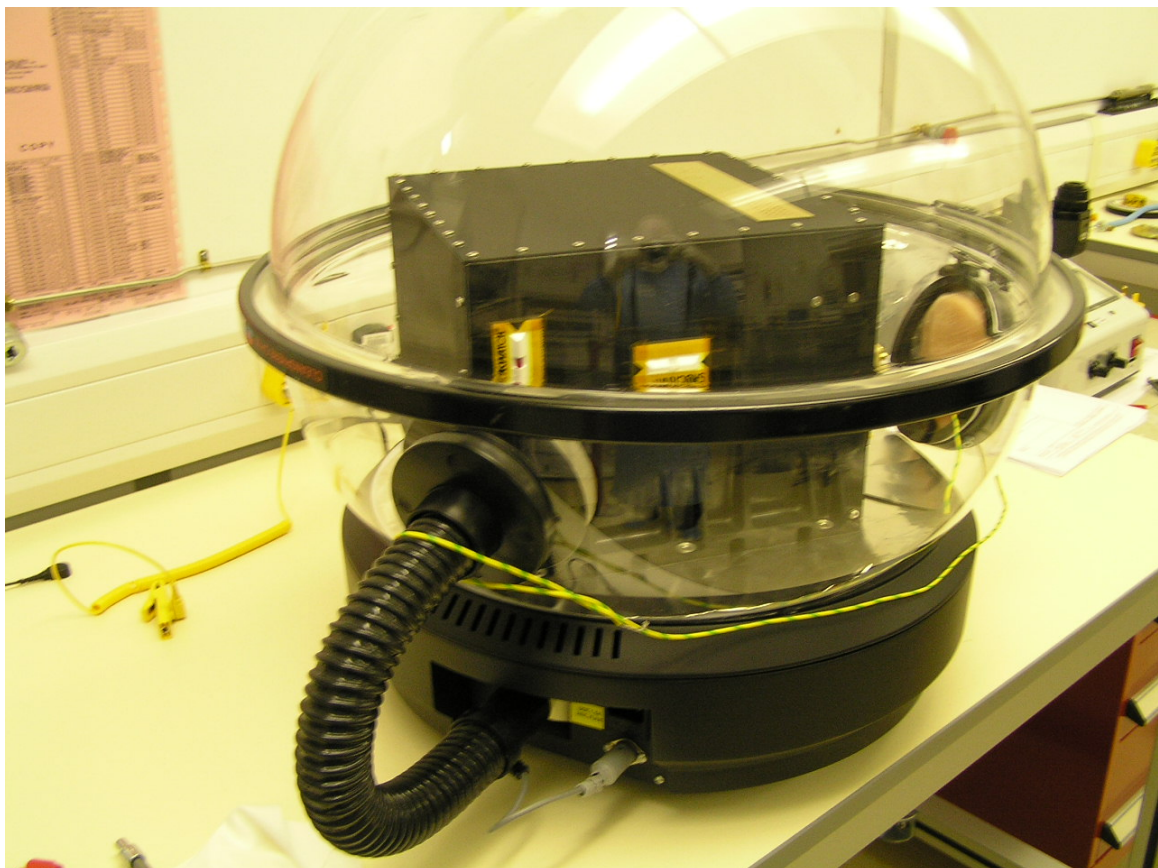
End view showing Connector covers in Place



End View showing Connector covers removed



Placed inside Laminar low chamber



Inside Laminar Flow chamber showing connector savers Fitted.

