

meeting date <i>date de la réunion</i>	17/06/2002	ref./réf.	page/page 1 / 5
meeting place <i>lieu de la réunion</i>	ISDC	chairman <i>président</i>	D. Texier
minute's date <i>dates de minute</i>	19 June 2002	participants <i>participants</i>	A. Parmar, D. Texier, P. Maldari, M. Schmidt, L. Hansson, T. Courvoisier (p.t.), R. Walter, J.P. Roques, S. Brand, E. de Miguel
subject/objet	Integral co-ordination meeting #1	copy/copie	M. Kessler, C. Winkler, R. Much, R. Carli, P. Strada, P. Ubertini, G. la Rosa, N. Lund, M. Mass-Hesse

description

1. Documentation

1.1. IT-GS-ID

One section will be added on the OMC Pointing Software Configuration File. It is expected to update this file at the beginning of the mission.

AI CO_01/01 on P. Maldari : To give to D. Texier the e-mail address to be used for IT-GS interactions (due date 30/06/2002).

AI CO_01/02 on L. Hansson : To write a TN (or to point toward already available document(s)) describing the ISOC FTP site to be used for the IT-GS interactions (due date 30/06/2002).

AI CO_01_03 on all Operations Managers : To send detailed comments on the draft 5 of IT-GS-ID to DT (due date 30/06/2002).

AI CO_01_04 on D. Texier : To issue the v1 of IT-GS-ID (due date 15/07/2002).

1.2. ISDC-MOC ICD

A meeting is needed between MOC and ISDC before the end of June. Written answers to the ISDC questions will be provided before the meeting.

1.3. ISOC-MOC ICD for TDRS

TDRS still does not work. Waiting for its availability, ISOC must look how to access HK TM at ISDC to assess its suitability at the beginning of the mission.

1.4. ISDC-ITs ICD

ISDC, OMC & JEM-X are happy with this interface. There was no discussion for IBIS & SPI (no IT representative).

1.5. ISOC-MOC Planning Messages

ISOC needs this ICD to start the implementation of the software.

AI CO_01/05 on P. Maldari : To issue the v1 of the ISOC-MOC Planning Messages ICD (Due date 31/07/2002).

1.6. IFTS (appendix)

The ICD does not reflect the software currently available.

AI CO_01/06 on L. Hansson : To re-send the comments on the IFTS ICD (due date : 24/06/2002).

AI CO_01/07 on P. Maldari : To provide a date for the availability of the updated ICD (due date 31/07/2002).

1.7. MOUT/MOUTP (appendix)

ISOC comments have been provided to MOC but the ICD has not been updated.

AI CO_01_08 on P. Maldari : To issue the updated ICD (due date 31/07/2002).

1.8. ICD MOC – ITs

The information describing the interface between MOC and the ITs is today available in a number of e-mails and a formal ICD will be written by MOC at the beginning of the routine phase. This was agreed by the Instrument Teams.

2. Further tests before launch

2.1. ISOC OSS v6.1 & v7

An action from the GSRR board on ISOC covers the need to test the OSS internally within ISOC.

The generation of the Timelines for all the PV revolutions (see point 2.2.) will allow the validation of a number of POSes.

One important item not covered by the PV schedules is the GPDE. ISOC will schedule one GPDE, and MOC will generate the EPOS & Timeline (on top of the PV revolutions mentioned in section 2.2 but in the same framework).

2.2. PV schedules

The POSes for the “Baseline PV” will be generated by ISOC and made available to MOC end July.

2.3. ODB update

The next ODB update is foreseen end July. Along with the new ODB, MOC will provide to ISOC the list of modifications w.r.t. the current ODB.

ISOC will implement the updates on the new ODB following the operational procedures.

AI CO_01_09 on M. Schmidt : To investigate if it is possible to provide to ISOC the list of modifications of the IODB instead of the complete ODB (due date 30/06/2002).

meeting date	17/06/2002	ref/réf	page/page	3
date de la réunion				5

2.4. Update of the instrument context tables (both MOC & FITS formats)

IBIS : The IBIS team is able to produce LUTs & Context Tables in the MOC format. And will be able to produce the FITS format mid-July (written input).

SPI : The update of the PSD library has already been exercised (both MOC & FITS formats), as well as the TPF file with MOC. [AI CO_01_10 on R. Walter : To investigate if the TPF information is needed at ISDC \(due date 30/06/2002\).](#)

JEM-X : The update of the FITS files have already been exercised.

2.5. List of AO targets from ISOC to OMC and update of catalogue

This iteration has now started. It is expected to be completed by mid September 2002.

2.6. OMC pointing software configuration file

Its update has already been exercised as part of the overall OMC pointing S/W update. Although this was not in a "stand-alone" fashion it is felt satisfactory by OMC & ISOC.

3. Commissioning phase

3.1. Status of instrument monitoring definition at ISDC

The activities to be performed at ISDC are available for IBIS, OMC, JEM-X & IREM. There is still no document for SPI.

[AI CO_01/11 on SPI : To provide a description of these activities \(deadline 30/06/2002\).](#)

An update of the OMC limits to be used for the monitoring is expected end July 2002.

3.2. How to crosscheck what will be seen on the ECOE at MOC and what will be seen at ISDC ?

JEM-X : This is done directly at ISDC thanks to the availability of a "cloned" ECOE at ISDC.

OMC : The internet connection proved successful during SVT-F.

SPI : The activities to be performed at ISDC are still unclear.

IBIS : A cross-check of the SVT-E & F data will be performed in Rome using both the ECOE and the ISDC analysis S/W. The cross-check to be performed during the Commissioning phase will be defined during/after this exercise (written input).

3.3. Status of ISDC PV plan with relation to instrument specific analysis

This plan is available for all instruments, except SPI. It will be discussed/agreed during the SPI science meeting of next week.

3.4. Status of observation template definition

The observation progress templates were re-circulated for comments to the ITs and ISDC after the PCWG meeting in March 2002. Based on the consolidated structure and contents a data model has been established and the coding has started. A prototype version of the database is expected for beginning of July. It is intended to visit the ITs and the ISDC to refine and to fill the templates during July 2002. (Written inputs from R. Much after the meeting).

meeting date date de la réunion	17/06/2002	ref/réf	page/page	4 5
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4. Routine phase

4.1. Mechanism for the setting-up of the belts entry / exit in the PSF (in light of their seasonal fluctuations)

For the start of the Commissioning phase, SPI has set to 60000 km the minimum S/C altitude for science operations (based on an earlier mission with a similar orbit inclination & launch date).

SPI recommends using 60000 km for the PV schedules. This will be a point of the ISWT to be held on 25-26/06 at ESTEC.

For the setting of the PSF keywords (belt entry & exit) this will be the responsibility of the Project Scientist. It will be based on the monitoring of the IREM and instruments counts during the start of the mission.

For the reaction to a solar flare, SPI, OMC & JEM-X confirmed that the instruments automatic safing is adequate. The re-start of scientific operations after the solar flare will be the responsibility of the Project Scientist.

5. GS-CCB

5.1. Actions from the GS-CCB setup meeting # 2 of 12/03/2002

A02.1 : MOC to confirm availability of resources to support the handling of multi-site CIs of which they are the owner. Action closed, MOC answer is affirmative.

A02.2 : D. Texier to check and merge the various lists of multi-site items and to compile a single list of who owns what at an appropriate level of detail. Action closed, list distributed.

5.2. Description of responsibilities

An update of the FOP Volume 1 Book 4 "Configuration Management & Change Control" was distributed on 29/05/2002. Some comments were discussed but the general concept was agreed by everybody : There is no need for an Integral Mission Configuration Control system and the Local Configuration Control systems are enough.

The Instrument Teams were happy not to be permanent members of the GS-CCB and to be involved only when a CR has an impact on them.

5.3. Procedure for implementing a Change Request involving several sites

The procedure distributed on 29/05/2002 was reviewed. Again some comments were discussed but the general concept was agreed by everybody.

AI CO_01_12 on all Operations Managers : to send detailed comments to D. Texier on (a) the updated FOP Vol 1 Book 4, (b) the list of multi-site CIs and (c) The procedure for implementing a Change Request involving several sites (due date 31/07/2002).

AI CO_01_13 on D. Texier : To re-issue (a) the updated FOP Vol 1 Book 4, (b) the list of multi-site CIs and (c) The procedure for implementing a Change Request involving several sites, after including the received comments (due date 15/08/2002).

5.4. Tracking of RID, DCR, PCR, OCR

RID : The ARTS system running at MOC has the capability to enter RIDs. This will be used by MOC, ISOC & ISDC. The Instrument Teams have no access to ARTS and will send an e-mail M. Schmidt & S. Scaglioni to enter the RID into ARTS on their behalf.

meeting date	17/06/2002	ref/réf	page/page	5
date de la réunion				5

DCR/PCR : All database & procedure updates are already tracked internally at the MOC.

OCR : The manual commanding performed is not easily available electronically. At ISDC the only way to find the deviations from the scheduled timeline is by looking at the manual commands recorded in the TC history log.

6. A.O.B.

6.1. Simulations

During the GSRR board meeting, the addition of a re-planning exercise was decided during the simulation of mid-August (at the end of the first day).

6.2. Training

ISDC would be happy to support Instrument Teams wishing to have further training on the ISDC system. ITs should contact R. Walter.

Some training of the ITs on the MOC system can be setup on 15/08/2002, before the simulation.

6.3. Sending of HK data to the Instrument Teams

The HK data will be publicly accessible from the ISDC archive after the processing of the consolidated data (i.e. ~ 3 weeks after real-time).

AI CO_01_14 on P. Maldari : To investigate the capacity of TDRS to handle the access/retrieving from ISOC, ISDC, ALENIA & ITs (due date 31/07/2002).

AI CO_01_15 on R. Walter : To look at the possibility to make available to the ITs the raw HK data from IOSM (due date 31/07/2002).

AI CO_01_16 on the Instrument Teams : To define their need to access HK data during the routine phase (due date 31/07/2002).

6.4. Follow-up from the GSRR board-meeting of 13/06/2002

All the points were covered by the agenda.

6.5. Who's doing what, when & where ?

A note summarizing for the 4 Instrument Teams and the 3 centres the resources available with their tasks & assignments during Commissioning and PV phase was felt useful.

AI CO_01_17 on all Operations Managers : To provide a summary of "Who is doing what, when & where" to D. Texier (due date 30/06/2002).

AI CO_01_18 on D. Texier : To distribute a note merging all the inputs (due date 15/07/2002).

7. Date & place of next meeting

The next co-ordination meeting is planned on 20 or 21 August 2002 at CESR, Toulouse.