

iLocator Pre-ship Review Planning
Feb. 02, 2023

Attendees: Jonathon, Rick, Al

- 1) Requirements on LBT
 - a) A document will be included in the pre-ship review package specifying LBT tasks that need to be completed before iLocator ships.
 - b) Include 3L and/or base camp storage requirements for handling carts, shipping containers, etc.
- 2) Drawings and CAD models
 - a) We clarified the wording about as-built drawings.¹
 - i) Drawings that impact "envelope and interface to LBT" are required in PDF format.
 - ii) For all others, CAD models are sufficient.
 - iii) Fabrication drawings (e.g., with exploded views) are not required for pre-ship but will be required if and when a PI instrument transitions to facility status.
- 3) Al will send a tarball of all the examples given in the document to avoid document sharing problems.
- 4) The wording for the Software ICD specifying "a list of which IIF commands will be required" can be read as "a list of which IIF commands (or commands from an API layer above the IIF) will be required."
- 5) Pre-ship Review Logistics
 - a) The agenda for the review will be established jointly between the instrument team and LBTO.
 - b) Including in the agenda a presentation by LBT about LBT readiness is reasonable.
 - c) The agenda will include a demonstration of instrument operation (including, for example, taking spectra using internal calibration sources).
 - d) The review panel should be selected and given a heads up several months before the review.
 - e) A hybrid format using both zoom and some LBTO staff on site (from engineering and/or daycrew) is suggested.
 - f) For the date, a pre-ship review in late September or early October could work.
- 6) Commissioning logistics
 - a) A commissioning plan will be provided.
 - b) The plan will be organized in 3 stages:
 - i) Stage 1: Installation on 3L/3U. No telescope restrictions. Possible clean room time.
 - ii) Stage 2: Day tests with RR or Argos source. Includes NCPA calibration.
 - iii) Stage 3: Nights.
 - c) Completing Stage 1 soon after August (the end date of the NSF grant) is desirable.

¹ Section 3.9 of *Documentation Required for a PI Instrument*, version 3.