

07 May 2003

VISTA Data Flow System Management Team (VDMT)

**ACTIONS ARISING FROM THE MONTHLY MEETING OF 07 MAY 2003.**

	<b>ACTION</b>	<b>DUE DATE</b>	<b>BY</b>
A(03)01	Ensure a monthly report from WFAU is submitted after PMW returns from holiday, and that future reports are submitted in time for the meetings.	15 May by email	AL
A(03)02	WFAU to propose revisions to their plans in the light of the recommendations in Sec 2.3 Management & Planning of the WSA CDR Panel Report.	June VDMT	PMW
A(03)03	CASU to update progress spreadsheet to show progress as % (one of 0/10/50/100) and recirculate	15 May by email	MJI
A(03)04	Talk to Will Sutherland about assisting Pete Bunclark with updating Science Case for User Requirements Document.	08 May	JPE
A(03)05	Discuss how JPE might assist PB with work on URD in view of tight schedule for PDR.	By June VDMT	JPE
A(03)06	Contact Martin Cullum to discuss VDFS matters during next week's visit to ESO.	08 May	JMS
A(03)07	Explore visit to ESO by PWB, JMS & JPE in 1 <sup>st</sup> week of June to discuss PDR related issues.	Report at June VDMT	MJS/ JPE
A(03)08	Determine status of PPARC-ESO agreement on value of VDFS contribution in kind	June VDMT	JPE

Signed.....

**Jim Emerson**  
**Chairman VDMT**

Date of June meeting: to be agreed