

Critical Meetings During Launch Process

Source: Lockheed Martin Atlas V Mission Planner's Guide. Section: Gateway to LSP

Quarterly Management Review (QMR)

QMRs begin occurring one year before the scheduled launch date. Mission Integration Kickoff is the first QMR. These four meetings are critical as they summarize all major and minor events surrounding the launch vehicle and satellite. The meetings supply data and fact sheets on current problems, potential fixes, and timelines of work to be done.

Interface Control Document (ICD) Review Telecon

ICD requirements development will be discussed at weekly status telecons as needed to resolve issues. Before issuance of the draft ICD, an ICD Review telecon will be conducted to facilitate development and approval of the ICD.

Range Safety Mission Orientation

This Range Mission Orientation briefing begins the range safety review process. Inputs needed from the spacecraft include an overview of major spacecraft subsystems, mission configuration, qualification data, launch site operations, and safety inhibits.

Technical Interchange Meetings (TIMs)

Meeting designed to present information or data about a system (large or small, for instance producing data of the actual launch, how it is planned and how it will occur). There are many TIMs throughout a launch cycle. TIMs are short in duration and aimed to solve a particular problem. TIMs may be used to just present important information or update data previously presented.

Ground Operations Working Group (GOWG)

A forum for coordinating launch site activities and resolving operational issues and concerns.

Mission Peculiar Design Review

This review is conducted to ensure that the spacecraft requirements have been correctly and completely identified and that integration analyses and designs meet those requirements.

Ground Operations Readiness Review (GORR)

A meeting is held immediately before arrival of the spacecraft at the launch site, to kickoff the launch campaign, review the readiness of the facility to receive the spacecraft, and ensure that processing plans, schedules, procedures, and support requirements are coordinated.

Launch Vehicle Systems Review

This review is the final review of launch vehicle configuration and all hardware and software modifications needed to support spacecraft mission requirements. This review is conducted before shipment of launch vehicle hardware to the launch site.

Spacecraft Flight Readiness Review

Spacecraft Flight Readiness Review is conducted to understand the spacecraft development and delivery schedule.

Launch Readiness Review (LRR)

Occurring on the day before launch, this is the final prelaunch assessment of the integrated launch vehicle/spacecraft system and launch facility readiness for launch. This is the last critical meeting before launch.

Tiger Team Reviews

Informal integrated product teams are created to solve a particular problem. These tiger teams are only created as needed. They are staffed with experts in the field of the problem at hand. The reviews come at the end of a team's work. The problem statement, as well as the solution is presented at the review.