

TENTATIVE AGENDA

Technical Review Meetings on the APSCO Student Small Satellite (SSS) Project

PDR Meeting on SSS-1 Microsat, PRR&PDR Meetings on SSS-2A Cubesat

November 27- December 01, 2017

Beijing, China

Nov. 27, 2017

09:00-09:30

- Registration

09:30-10:00

Opening Ceremony

- Welcome Speech by APSCO Secretariat
- Welcome Speech by BUAA
- Welcome Speech by CNSA
- Agenda confirmation (by APSCO Secretariat)

Section 1: SSS-1 Preliminary Design Review (PDR)

10:00-10:30

- APSCO SSS Project Progress Report (by DG-ET/DM)
- SSS-1 Microsatellite Progress Report (by BUAA)

10:30-11:00 **Group Photo, Coffee Break**

11:00-12:30

- PDR Deliverable Documents Report (by BUAA)
- PDR Deliverable Documents Review Item Discrepancies (RIDs) discussion and clarification

12:30-14:00 **Lunch Break**

14:00-15:45

- PDR Deliverable Documents Report (by BUAA)
- PDR Deliverable Documents RIDs discussion and clarification

15:45-16:00 **Coffee Break**

16:00-17:30

- PDR Deliverable Documents Report (by BUAA)
- PDR Deliverable Documents RIDs discussion and clarification

19:30-21:00 **Banquet hosted by APSCO**

Nov. 28, 2017

09:00-10:45

- PDR Deliverable Documents Report (by BUAA)
- PDR Deliverable Documents RIDs discussion and clarification

10:45-11:00 **Coffee Break**

11:00-12:30

- PDR Deliverable Documents Report (by BUAA)

- PDR Deliverable Documents RIDs discussion and clarification
- 12:30-14:00 **Lunch Break**

14:00-16:00

- PDR Deliverable Documents Report (by BUAA)
- PDR Deliverable Documents RIDs discussion and clarification

16:00-16:15 **Coffee Break**

Section 2: Conclusion and Minutes of SSS-1 PDR

16:15-17:30

- Conclusion and Minutes of PDR SSS-1

Nov. 29, 2017

Section 3: SSS-2A Preliminary Requirement Review (PRR)

09:00-10:45

- PRR Deliverable Documents Report (by SJTU)
- PRR Deliverable Documents RIDs discussion and clarification

10:45-11:00 **Coffee Break**

11:00-12:30

- PRR Deliverable Documents Report (by SJTU)
- PRR Deliverable Documents RIDs discussion and clarification

12:30-14:00 **Lunch Break**

14:00-15:45

- PRR Deliverable Documents Report (by SJTU)
- PRR Deliverable Documents RIDs discussion and clarification

15:45-16:00 **Coffee Break**

16:00-17:30

- PRR Deliverable Documents Report (by SJTU)
- PRR Deliverable Documents RIDs discussion and clarification

Nov. 30, 2017

Section 4: Conclusion and Minutes of SSS-2A PRR

09:00-10:45

- Conclusion and Minutes of PRR SSS-2A

10:45-11:00 **Coffee Break**

Section 5: SSS-2A Preliminary Design Review (PDR)

11:00-12:30

- PDR Deliverable Documents Report (by SJTU)
- PDR Deliverable Documents RIDs discussion and clarification

12:30-14:00 **Lunch Break**

14:00-15:45

- PDR Deliverable Documents Report (by SJTU)
- PDR Deliverable Documents RIDs discussion and clarification

15:45-16:00 **Coffee Break**

16:00-17:30

- PDR Deliverable Documents Report (by SJTU)
- PDR Deliverable Documents RIDs discussion and clarification

Dec. 1, 2017

09:00-10:45

- PDR Deliverable Documents Report (by SJTU)
- PDR Deliverable Documents RIDs discussion and clarification

10:45-11:00 **Coffee Break**

Section 6: Conclusion and Minutes of SSS-2A PDR

11:00-12:30

- Conclusion and Minutes of PDR SSS-2A

12:30-14:00 **Lunch Break**

Section 7: Conclusion and Minutes

14:00-14:45

- Conclusion and Minutes (Need the Satellite Leaders to add conclusions of the above discussions in the Minutes)

15:45-16:00 **Coffee Break**

16:00-17:30

- Conclusion and Minutes (Need the Satellite Leaders to add conclusions of the above discussions in the Minutes)

***** End of the Meeting *****

Notes:

1. The RIDs are the critical items that must be discussed during the meetings. Therefore, please kindly record your comments on the template provided with deliverables;
2. A cultural visit activity would be arranged, in case the content of agenda could be finished earlier than planned.