

1. Mechanical design and interfaces

- Filter slides in detailed stages. Stuart to create a step file from the Zemax with fixed workplanes to aid referencing individual CAD assemblies.
- Kathryn to set up interactive cable/equipment list based on Coggle diagram received, detailing by all parties

2. Parts procurement

- Nikon has been received
- CCD has been ordered from Andor

3. Software

- Software working group to be formed, first meeting in the 1200 SAST time slot on 2020/03/13. Carel will invite the relevant SAAO parties.
- Draft functionality requirements from SAAO side to be developed during the course of the week, for discussion Friday - Carel to distribute
- Draft capabilities and any interactive requirements from LJMU side to be developed (i.e. what commands and information do LJMU currently expect the instrument to issue)

4. Slit

- SAAO to discuss slit requirements
- LJMU manufacture these in house, so it can be any configuration
- Iain distributed an example multi-width slit arrangement they have in use

5. Schedule and reviews

- A hardware design review is required to push forward on manufacturing - target end March
- Durations estimates from LJMU:
 - From design review ~ 2 months for hardware manufacture
 - From manufacture ~ 2 months for setup and lab testing
- Software effort unknown at this stage
- Area on wiki to be set up with FAT topics & prelim delivery placeholders (Kathryn)