# ANNEX A – WORK PACKAGE DESCRIPTIONS

| Project | 2-3SST2016-17 | Phase: | 1 | WP No.: | 1000 |
|---|---|---|---|---|---|
| WP Title: | Project Management | | | | |
| Contractor: | TBC | | | Page: | 1 of 1 |
| Start Event: | Kick Off | Date: | 27/07/18 | Rev.: | 1 |
| End Event: | Final Review | Date: | 16/03/19 | | |
| Manager: | TBC | | | | |

**Objective:**
- Internal Management of the Effective Sensor Cross Cueing and Tasking Study in accordance with the SoW. Ensure that the requirements are met and deliver the project to: time, cost and quality.

**Items required to start WP:**
- Signed Contract
- STFC Accepted Technical and Management Proposals

**Tasks description:**
- Internal Contract management & control, sub-contractors (the latter if required)
- Communication within the team in accordance with the Management Plan
- Project phasing and planning in accordance with the study plan, schedule and contractors' Management proposal
- Project progress control and reporting (Technical status, work progress, schedule, critical paths)
- Organisation and conduction of planned meetings and reviews in accordance with the meetings list
- Compile inputs for meetings and reviews
- Budget responsibility to deliver within agreed price
- Risk management as described in the contractors' Management plan proposal
- Ensure availability of all key resources (personal, computing, licences etc)
- Ensure the process and outputs meets the contractors internal PA/QA processes

**Tasks specially excluded:**
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**Output of WPD:**
- Progress reports
- Minutes of meetings
- Meeting presentations and hand-outs
- PM documentation in accordance with project requirements (where applicable)

| Project | 2-3SST2016-17 | Phase: | 1 | WP No.: | 2000 |
|---|---|---|---|---|---|
| WP Title: | Trade-off Definition and Simulation Definition | | | | |
| Contractor: | TBC | | | Page: | 1 of 1 |
| Start Event: | Kick Off | Date: | 27/07/18 | Rev.: | 1 |
| End Event: | Definition Review Meeting | Date: | 27/09/18 | | |
| Manager: | TBC | | | | |

**Objective:**
- Define and agree the key issues to guide and constrain the investigation

**Items required to start WP:**
- Signed Contract
- STFC Accepted Technical and Management Proposals Task 1-20 inputs

**Tasks description:**
- Develop and agree the trade-off criteria
- Develop and agree a "database" of sensors (including performance and limitations)
- Develop and agree assumptions on processing performance
- Develop and agree a short-list of cross cueing and tasking strategies for the simulation
- Perform an initial assessment of security issues and these might impact the assumptions on Cross-cueing and tasking

**Tasks specially excluded:**
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**Output of WPD:**
- TN to summarise

| Project | 2-3SST2016-17 | Phase: | 1 | WP No.: | 3000 |
|---|---|---|---|---|---|
| WP Title: | Software and Simulation Development | | | | |
| Contractor: | TBC | | | Page: | 1 of 1 |
| Start Event: | Kick Off | Date: | 27/07/18 | Rev.: | 1 |
| End Event: | Definition Review Meeting | Date: | 27/09/18 | | |
| Manager: | TBC | | | | |

**Objective:**
- Set-up simulation environment with initial parameters.

**Items required to start WP:**
- Signed Contract
- STFC Accepted Technical and Management Proposals

**Tasks description:**
- Set up the simulation environment (this will depend strongly on the proposed tools from the contractor)
- Add the baseline parameters from WP2000
- Present the initial simulation at a Definition Review Meeting to ensure the parameters and simulation are fully aligned with sufficient flexibility to cope with later changes and adjustments
- Write TN to summarise

**Tasks specially excluded:**
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**Output of WPD:**
- DRM Slides with explanations
- RID comments and closures

| Project | 2-3SST2016-17 | Phase: | 1 | WP No.: | 4000 |
|---|---|---|---|---|---|
| WP Title: | Initial Simulation & Review | | | | |
| Contractor: | TBC | | | Page: | 1 of 1 |
| Start Event: | Definition Review Meeting | Date: | 27/09/18 | Rev.: | 1 |
| End Event: | Initial Review Meeting | Date: | TBD | | |
| Manager: | TBC | | | | |

**Objective:**
- To review the initial results and understand what these show in terms of the most effective strategies and how they could be further enhanced and where the system bottlenecks are

**Items required to start WP:**
- Agreed DRM outputs

**Tasks description:**
- Update the model with DRM comments
- Run the simulation to explore the agreed parameter space (number of samples and approaches to modelling issues should be agreed at DRM)
- Review the results and define additional strategies (informed by initial results)
- Identify system bottlenecks and reasonable improvements that could be identified for future systems
- Produce a summary output for Task1-13
- Write the Initial Report based on Interim Review, but with sections and sub-section headings to set out for the scope and content of the Final Report
- Present the results, improvement ideas and other issue at an Initial Review Meeting
- Close out RIDs from that meeting

**Tasks specially excluded:**
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**Output of WPD:**
- Summary output to Task 1-13
- IRM Slides with explanations
- RID comments and closures
- Initial Report

| Project | 2-3SST2016-17 | **Phase:** | 1 | **WP No.:** | 5000 |
|---|---|---|---|---|---|
| **WP Title:** | Updated Simulation and Conclusions (Optimisation of Strategies) | | | | |
| **Contractor:** | TBC | | | **Page:** | 1 of 1 |
| **Start Event:** | Initial Review Meeting | **Date:** | | **Rev.:** | 1 |
| **End Event:** | Final Acceptance | **Date:** | 16/03/2019 | | |
| **Manager:** | TBC | | | | |

**Objective:**
- To update the simulation with an agreed set of changes, improvements and modified assumptions to further improve system performance

**Items required to start WP:**
- Agreed IRD outputs

**Tasks description:**
- Update the model with IRM comments
- Run the simulation to explore the revised parameter space
- Review the results and define any further strategies, improvements or sensitivities for future consideration
- Write and deliver the Final Report (draft)
- Present the entire results at the Final Review Meeting
- Close out RIDs from that meeting
- Update and deliver the Final Report

**Tasks specially excluded:**
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**Output of WPD:**
- Draft Final Report
- DRM Slides with explanations
- RID comments and closures
- Final Report

*<Ends>*