

AMAC GENERAL CHARGE

The ALMA Management Committee (AMAC) will provide advice on those major issues presented to the AMAC by the ALMA Board regarding the technical program, cost, and management of the ALMA project. The AMAC will be kept informed of progress and developments in the project through periodic reports and briefings provided by the Joint ALMA Office (JAO), and will normally meet at least twice a year. Reports of AMAC deliberations will be made in writing to the ALMA Board by the Chairperson of the AMAC following each Committee meeting, on a schedule specified in advance by the Board.

Charge for the Meeting of 13-14 October 2003, Dwingeloo, NL

Based on the written materials and presentations made at this meeting, the AMAC is requested to evaluate:

- The overall status of the ALMA project, including its organization, management, and progress relative to previously-planned schedule milestones and budget. Are there significant management or project weaknesses which require attention or changes?
- The methods used to track conformance to schedule and cost.

Specific issues currently of interest to the Board include:

- the project's response to the most recent AMAC report;
- the extent to which ALMA's system engineering effort is appropriate to the project's present stage of development, and whether at some point it would be useful to have a formal external systems design review;
- current plans for procuring production antennas;
- current plans for procuring front ends;
- software preparation, particularly for data reduction;
- other issues that the AMAC considers relevant.

Please deliver your written report to the ALMA Board by November 14, 2003.