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- Status report:s

  Regular reports requested from each lab.

  since January. Once per week or per two weeks.

  Distribution to be discussed.

  Most labs reported regularly.
- HEC is asked by ATLAS management to try official project follow up procedures. We investigate,
- Financial reports:

  Done, will be discussed during the week.
- Milestones reported to LARG TC:

Start production of modules	18.03.99
First 4 wedges stacked:	15.07.99
First 8 wedges stacked:	15.10.99
First 4 wedges cold tested:	15.11.99
First 1/8 cold electronics	28.05.99

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- LARG Calibration chain for HEC:
  Successful lab test by team from
  Kosice, Mainz, MPI
- Testbeam activities:
  - Elect. chain test at MPI 3.5 - 15.5.99
  - Arrival of modules at CERN:
    before 20.5.99
  - Technical runat CERN: 7.6. - 21.6.99
  - Beam run HEC 1: 23.6. - 7.7.99
  - Beam run HEC 2: 16.8. - 7.9.99
  - First module cold tests: Oct./Nov. 99
- End-Cap Meeting in Kosice:
  Kosice proposes to hold a meeting of the EC community in the vicinity of Kosice in the last week of October. Follow up of the Ringberg meeting.

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- Conference contributions:
  Requests to P.Schacht
- NIM paper on testbeam results in preparation
- Minutes and copies of transparencies of the
  HEC General Meeting
  HEC / FCAL testbeam analysis meeting
  will be put on Website.
- Speakers should provide copies of their talks both as paper copies and as electronic file.
  Send informatiopn on location of electronic file to
  Marlene Schaber (mas@mppmu.mpg.de)
  and
  Andrei Kiryunin (kiryunin@mppmu.mpg.de)