

From: Coles, Mark W. mcoles@nsf.gov
Subject: Re: updated Project Execution Plan
Date: 2013-11-10 at 10:18
To: David Shoemaker dhs@mit.edu
Cc: David Reitze reitze@ligo.caltech.edu

Hi David

Since Carol is not designated key staff on the aLIGO award, I don't think you need to do anything formal. Nice to hear that you are keeping the PEP up to date.

Mark

Mark

From: David Shoemaker <dhs@mit.edu>
Sent: Sunday, November 10, 2013 9:09:51 AM
To: Coles, Mark W.
Cc: Dave Reitze
Subject: updated Project Execution Plan

Mark,

We have updated the aLIGO Project Execution Plan to reflect the changed roles associated with Carol's departure. The document can be found at

[LIGO-M050303-v5](#)

Happy to hear of any comments or questions.

I am not sure of the formality of making this the 'official' PEP — does it need to be submitted by Caltech OSR? I think you also incorporate it, or elements of it, in the internal NSF documentation for aLIGO; at that pointer you will find both PDF as well as the Word source.

Please let me know if any action on my part is needed to finalize the process.

thanks

David