

Goal

Coordination meeting on site to align all parties involved on the requirements of the site preparation including verification of the site.

Stakeholders

- Project manager of MRI vendor
- Project manager of IMEDCO
- Local contractors such as electrician, medical gas contractor, AC contractor, builder, etc.
- Local architect / engineer
- Representative of the technical department of the hospital or clinic

Actions

- Discuss the scope of supply
- Discuss the time schedule
- Discuss the details of site preparation
- Discuss the interfaces between RF enclosure and construction site
- Measure and verify structural dimensions
- Define and agree on the storage and work area

Requirements

- All necessary stakeholders are present for approx. 3 hrs.
- The structural site is accessible, free of any other trades, enlightened and weatherproof for approx. 2 hrs.
- Decision makers are present