

CLOSING REPORT

PROJECT INFORMATION

Project Name	Project ID	Project Executive Sponsor
Torque Station	MAP-704206	Fernanda Ruiz
Business Process Owner	Project Manager	Project Sponsor
Iván Romero	Alonso González	Fernanda Ruiz

DELIVERABLES ACCEPTANCE

Deliverable	Document Location	Accepted By	Date
Mechanical Design	MAP-704206.1	José Reyna	Jun, 01. 2020
Manufacturing	MAP-704206.2	José Reyna	Jul, 01. 2020
Electrical Control	MAP-704206.3	José Reyna	Ago, 01. 2020
Installation	MAP-704206.3	José Reyna	Sep, 01. 2020

PROJECT BENEFITS ACCEPTANCE

Project Benefit	Validation of Benefit Received	Accepted By	Date
Machine cycle time	20 sec	José Reyna	Sep, 15. 2020
Torque Transducer	10 Nm	José Reyna	Sep, 15. 2020

LESSONS LEARNED

What Worked
<ul style="list-style-type: none"> Programming PLC and HMI
<ul style="list-style-type: none"> Industrial Panel PC

Top 3 things to do again next time
<ul style="list-style-type: none"> Electrical design
<ul style="list-style-type: none"> Mechanical Design
<ul style="list-style-type: none"> Programming

What did not work
<ul style="list-style-type: none"> Fixed scanner
<ul style="list-style-type: none"> HBM Transducer of 5 Nm

Top 3 things to work on before next time
<ul style="list-style-type: none"> Mobile scanner
<ul style="list-style-type: none"> HBM Transducer of 10 Nm
<ul style="list-style-type: none"> Safety guards instead of light curtains

TEAM AND VENDOR EVALUATION DATA

Key Evaluation Learnings	Impact or Effect of Data on Evaluated Team Members	Comments:
HBM transducer of 5 Nm	Negative	Needs more work for installation and programming. Also, in removing it
Safety Light Curtains	Negative	System did not work as expected.
Fixed reader	Negative	Some failures in reading the code.

OUTSTANDING ACTION ITEMS/ISSUES

Outstanding Item/Issue	Expected Date of Completion	Transition Owner
HBM transducer of 10 Nm	Ago, 25. 2020	Iván Romero

Close Out Check List
<i>Actions to be completed prior to close out by sponsor</i>
<input checked="" type="checkbox"/> Deliverables and Requirements have been accepted as complete and signed off
<input checked="" type="checkbox"/> Lessons Learned complete and added to knowledge base
<input checked="" type="checkbox"/> Quality Metrics Matrix has been updated and Project Benefits acknowledged and signed off
<input checked="" type="checkbox"/> Team members and vendor evaluations are complete
<input checked="" type="checkbox"/> Project documents have been archived as operational assets
<input checked="" type="checkbox"/> All resources have been released and equipment returned to owners
<input checked="" type="checkbox"/> Outstanding actions have been transitioned to operations
<input checked="" type="checkbox"/> Closing Report and closing presentation have been received and signed off by executive & project sponsor
<input checked="" type="checkbox"/> Look Back Report has been agreed upon, an owner assigned, and a time period for reporting established

OVERALL PROJECT ACCEPTANCE

Business Process Owner	Iván Romero, José Reyna	Date	Sep, 15. 2020
Project Manager	Alonso González	Date	Sep, 15. 2020
Project Sponsor	Fernanda Ruiz	Date	Sep, 15. 2020
Project Executive Sponsor	Fernanda Ruiz	Date	Sep, 15. 2020

By signing this document, I approve to formally close this project and complete the outstanding action items as described above.