



**Manufacturing Validation****Project:** \_\_\_\_\_ **Tracking No:** \_\_\_\_\_ **Date:** \_\_\_\_\_

1. Are the product drawings up to date? Yes ☐ No ☐

List changes needed:

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2. Does the process, equipment, and tooling allow production within the parameters that are expected of production? Yes ☐ No ☐

List changes needed:

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3. Are the quality requirements understood by production? Yes ☐ No ☐

List requirements needed:

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**Completed by** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Design Development Process**

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**QC Validation**

**Project:** \_\_\_\_\_ **Tracking No:** \_\_\_\_\_ **Date:** \_\_\_\_\_

1. Does product meet the quality requirements of the customer? Yes ☐ No ☐

List changes needed:

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2. Does the product meet Dunbarton's quality requirements? Yes ☐ No ☐

List changes needed:

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3. Has the First Article Inspection process been completed to Quality's satisfaction? Yes ☐ No ☐

List items needing attention:

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**Completed by** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Design Development Process**

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**Engineering Validation****Project:** \_\_\_\_\_ **Tracking No:** \_\_\_\_\_ **Date:** \_\_\_\_\_

1. Have all issues from Issue List been resolved? Yes ☐ No ☐

List items needing attention:

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2. Does the product produced from the pilot run meet the expectation of the design? Yes ☐ No ☐

List items needing attention:

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3. What new issues does Engineering see today that need to be addressed to ensure production runs smoothly. Yes ☐ No ☐

List issues:

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**Completed by** \_\_\_\_\_ **Date:** \_\_\_\_\_**Design Development Process**

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**Customer Validation**

Project: \_\_\_\_\_ Tracking No: \_\_\_\_\_ Date: \_\_\_\_\_

1. Does the product meet the customer's expectations? Yes ☐ No ☐

List comments and customer name(s):  
  
\_\_\_\_\_

2. Are any specification changes needed before production? Yes ☐ No ☐

List changes:  
  
\_\_\_\_\_

3. Are any specification changes or new features wanted in the future? Yes ☐ No ☐

List new specifications wanted:  
  
\_\_\_\_\_

Completed by \_\_\_\_\_ Date: \_\_\_\_\_

**Design Development Process**

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**Put to Produce ( P T P ) Meeting (chaired by Dir. Of Technology)**

Project: \_\_\_\_\_ Tracking No: \_\_\_\_\_ Date: \_\_\_\_\_

**Required Attendees:**

Dir. of Technology	_____	VP Sales and Mktg	_____
VP Operations	_____	CFO	_____
Project Manager	_____	QC Manager	_____

**Agenda and Required Documents**
**Director of Technology Review of Product Status:**

Final Product Specification	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Final Process Specification	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Final Tooling Specification	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
BOM and routings completed and in system	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

**VP Sales and Marketing:**

Final Product and Marketing Plan	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Final Product Literature	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Sales Training Update	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Updated Market Forecast	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Customer requirements met in full	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

**QC Manager:**

QC test results	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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**CFO Review:**

Final Financial Analysis	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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**VP Operations:**

Production training update	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Production launch plan	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Production ramp plan	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

**General Discussion**

Review Product against the Market Requirements  
 Issues outstanding

**Recommendation**

Pass ☐ Halt ☐

Estimated Start Design Date: \_\_\_\_\_

**VP of Operations: Initial below and submit a copy to Project Manager**

<i>I accept the project and have the information required to move forward.</i>	_____	Init.
<i>I do not have the required information to move forward. Explain below</i>	_____	Init.
<i>I conditionally have the required information to move forward. Explain below</i>	_____	Init.

**Explanation of decision to conditionally or not move forward**
**Design Development Process**

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