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|  | Review  Minutes of Meeting  TSP panel design (configuration) |
|  | Work Product for review:  Date: 2020-04-06 |

# Scope of Work

These are the minutes from the review regarding [Subject/subjects].

The matters appeared during the review will be treated by the author or by the responsible person, and you will later be informed about the conclusion of the matters.

Should you have comments on any of the following points please involve the Review leader of this review meeting no later that 2 days after the Meeting of Minutes have been puplished to the team.

# Meeting Result

|  |  |
| --- | --- |
| Participants | BGS, JOVE, RABN, NBJ, |
| Review leader/ moderator | KAME |
| Author | KAME |
| Project name | Tracking Solar Panel (TSP) |
| Scope of review | Walk through the document before it is used for PRD. |
| Date, time | [Date.month.year], [Start] - [Finish] |

|  |  |  |
| --- | --- | --- |
| **Conclusion** | **Status** | **Comments** |
| The review was approved by all participants? | [Yes/no] | [Approved / Approved with corrections / New review required ] |
| Are there any RISK? | [Yes/no] |  |
| Do all findings have a responsible person? | [Yes/no] |  |
| Is there a deadline on all findings? | [Yes/no] |  |
| Any other matters? | [Yes/no] |  |

# Findings

|  |  |  |  |
| --- | --- | --- | --- |
| **Action** | **Comment** | **Responsible** | **Deadline** |
|  | 1. Ang. Req-TSP-SYS-06: Jeg kan ikke se det med en sekundær release mekanisme er nævnt. Men det kan også godt være at tiden nu er så fremskreden at bliver svært for os at få denne funktionalitet med, men det i stedet vil være en fremtidig revision af pcb’et. | KAME | [dmy] |
|  | 1. Jeg tænker at vil være en idé at nævne at der skal være et stelpunkt der interfacer med brun PCB’et | RABN/KAME | [dmy] |
|  | 1. En anden ting jeg tror jeg har glemt at nævne for dig: Der skal være en stelplatering ved et af skruehullerne hvor man monterer bagpladen på pcb’et. Jeg skal nok udpege hvilket. Dette danner stel for bagpladen. Måske er det relevant at få med her… | KAME | [dmy] |

# Other comments