**Information Document**

Revision: Michael Nørbo, Mar 22

**Prime-contractor, sub-contractor and inspector**

Prime-contractor: AGCO

Sub-contractors: Group D Group D does **work for us**

Sub-contracts: Group G **We do work** for Group G

Inspects: Group D **We inspects** milestone documents for Group D

Inspectors: Group G Group G inspects milestone documents **for us**

**Responsibilities:**

**Sub-contracting:**

1. **Group X** sends *Request For Proposal* document describing the desired part of the system that needs to be contracted (made a solution for)
2. **Group Y** receives the *Request For Proposal* and determines a proposed solution. **Group Y** make *requirements* for the proposed solution, which is sent back to the **Group X**
3. **Group X** reviews the proposed solution and agrees (or disagrees) on the requirements for the proposed solution. If requirements agreed on, let **Group Y** know that the requirements are agreed on. If requirements can not be agreed on: repeat step 2.
4. **Group Y** works out the preliminary design for the proposed solution and agreed upon requirements

**Inspecting:**

* Milestone reviews are sent to the inspecting group (see table 2.1 case book p. 9)
* Inspectors need to *approve* the formality of the documents

**Prime-contracting (AGCO):**

* Milestone Review meetings
* When **all** documents in a Milestone Review is finished and approved by the inspectors (Group G), a meeting **should be planned** with AGCO
* The meeting with AGCO should discuss and agree on all documents in the Milestone Review

**Meeting time**

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| --- | --- | --- |
| **Date** | **Meeting with** | **Duration** |
| Mar 22 | Group D | 15 min |
| Mar 22 | Group G | 15 min |
| Mar 29 | AGCO | 60 min |
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