**TSPi Process Improvement Proposal - Form PIP**

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| --- | --- | --- | --- | --- |
| Name | Jorge Sarmiento | | Date | 14/04/2014 |
| Team | EAIT | | Instructor | Luis Daniel Benavides Navarro |
| Part/Level |  | | Cycle | 1 |
| Process |  | Phase | Postmortem | |

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| --- | --- | --- | --- | --- | --- | --- |
| PIP Number | 3 | | Priority | | Alta | |
|  | | | | | | |
| **Problem Description:** | | | | | | |
| Briefly describe the problem encountered and its impact. | | | | | | |
| Las reuniones de seguimiento iniciaron pasada la hora programada y tomaron más tiempo | | | | | | |
| De lo planeado. en algunas ocaciones se trataron temas de otras materias. | | | | | | |
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| **Proposal Description** | | | | | | |
| Describe suggested changes as completely as possible, including affected forms, scripts, etc. | | | | | | |
| Ser más puntuales al asistir a las reuniones. No tratar temas de otras materias durante la | | | | | | |
| Reunión de seguimiento de TSP. | | | | | | |
| En el caso de reuniones mediante video llamada, estar conectados y tener listo los | | | | | | |
| Micrófonos y accesorios antes de comenzar. | | | | | | |
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| **When completed, submit PIP to the Quality/Process Manager and keep a copy.** | | | | | | |
| **Do not write below this line** | | | | | | |
| PIP Control # | |  | | Organization | |  |
| Received | |  | | Acknowledged | |  |
| Updated | |  | | Closed | |  |
| Changes | |  | | | | |
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