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| PS2Win |
| Unconformities List |
| Keep Your Time |

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| Carla Machado  13-04-2013 |

Content

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# Unconformities

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| **Unconformity** | |
| **ID** | 0001 |
| **Date** | 21/04/2013 |
| **Description** | Information added to the logs is incomplete |
| **Severity** | Low |
| **Corrective Action** | Add missing information to logs |
| **Attributed to** | David Silva |
| **Time Limit** | 28/04/2013 |
| **Status** | Resolved at 28/04/2013. Missing information was added. |

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| **Unconformity** | |
| **ID** | 0002 |
| **Date** | 21/04/2013 |
| **Description** | Document of Verification and Validation changed state and version and some fields weren’t updated (the document header doesn’t have the corrected version) and the document measures wasn’t updated. |
| **Severity** | Medium |
| **Corrective Action** | Update all the document fields and the document measures |
| **Attributed to** | João Martins |
| **Time Limit** | 28/04/2013 |
| **Status** | Resolved at 28/04/2013. The measures were updated by the co-author of the process. |

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| **Unconformity** | |
| **ID** | 0003 |
| **Date** | 11/05/2013 |
| **Description** | Document measures regarding some weekly reports are not completely updated. The number of changes in the document measures is 1 but the documents more than one minor version. |
| **Severity** | Low |
| **Corrective Action** | Update all the document measures regarding the weekly reports 7, 8 and 9. |
| **Attributed to** | Filipe Brandão |
| **Time Limit** | 20/05/2013 |
| **Status** | Resolved. Validated at 19/05/2013. Number of changes of the Weekly reports updated. |

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| **Unconformity** | |
| **ID** | 0004 |
| **Date** | 11/05/2013 |
| **Description** | The number of changes in the document measures regarding the document Vision and Scope is wrong. |
| **Severity** | Low |
| **Corrective Action** | Correct the number of changes to the Vision and Scope |
| **Attributed to** | João Girão |
| **Time Limit** | 20/05/2013 |
| **Status** | Resolved. Validated at 19/05/2013. Number of changes of the Vision and Scope updated. |

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| **Unconformity** | |
| **ID** | 0005 |
| **Date** | 24/05/2013 |
| **Description** | The minute from the meeting held on the 13th of May is still not baselined. |
| **Severity** | Low |
| **Corrective Action** | Approve and baseline the meeting minute |
| **Attributed to** | João Martins |
| **Time Limit** | 27/05/2013 |
| **Status** | Resolved. Validated at 25/05/2013. Meeting minute was baselined and moved to the appropriated folder. |

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| **Unconformity** | |
| **ID** | 0006 |
| **Date** | 25/05/2013 |
| **Description** | In the Review process document the name of one of the approvers wasn’t added to the Authors and Contributors table. Document was baselined without it. |
| **Severity** | Medium |
| **Corrective Action** | No corrective action. Doesn’t justify the effort. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013 |

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| **Unconformity** | |
| **ID** | 0007 |
| **Date** | 25/05/2013 |
| **Description** | The review process regarding the Walkthrough wasn´t followed. |
| **Severity** | High |
| **Corrective Action** | No corrective action. Nothing to be done. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013 |

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| **Unconformity** | |
| **ID** | 0008 |
| **Date** | 25/05/2013 |
| **Description** | A document with the test plan was created but wasn´t added to the document measures. |
| **Severity** | Medium |
| **Corrective Action** | Add the document to the document measure and fill all the information. |
| **Attributed to** | David Silva & João Martins |
| **Time Limit** | 1/05/2013 |
| **Status** | Resolved. Validated at 01/06/2013. The document was added to the document measures |

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| **Unconformity** | |
| **ID** | 0009 |
| **Date** | 25/05/2013 |
| **Description** | In the Verification and Validation process document the name of one of the approvers wasn’t added to the Authors and Contributors table. Document was baselined without it. |
| **Severity** | Medium |
| **Corrective Action** | No corrective action. Doesn’t justify the effort. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013 |

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| **Unconformity** | |
| **ID** | 0010 |
| **Date** | 25/05/2013 |
| **Description** | In the Verification and Validation process procedure for the approval wasn´t completely followed. An approver was chosen out of order.  The final approval however was by the correct approvers. |
| **Severity** | Low |
| **Corrective Action** | No corrective action. Nothing to be done. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013 |

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| **Unconformity** | |
| **ID** | 0011 |
| **Date** | 25/05/2013 |
| **Description** | In the Requirements Analysis process procedure for the revision of the document wasn´t followed. A reviewer was chosen out of order. The reviewer and one of the approvers were reversed. |
| **Severity** | Medium |
| **Corrective Action** | No corrective action. Nothing to be done. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013 |

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| **Unconformity** | |
| **ID** | 0012 |
| **Date** | 25/05/2013 |
| **Description** | In the Processes List document the name of one of the approvers wasn’t added to the Authors and Contributors table. Document was baselined without it. |
| **Severity** | Low |
| **Corrective Action** | No corrective action. Nothing to be done. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013 |

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| **Unconformity** | |
| **ID** | 0013 |
| **Date** | 25/05/2013 |
| **Description** | The number of changes in the document measures regarding the Document Management is wrong. |
| **Severity** | Low |
| **Corrective Action** | Correct the number of changes in the document measures |
| **Attributed to** | Carla Machado |
| **Time Limit** | 1/05/2013 |
| **Status** | Resolved. Validated at 26/05/2013. Number of changes of the Document Management updated. |

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| **Unconformity** | |
| **ID** | 0014 |
| **Date** | 01/06/2013 |
| **Description** | Requirements analysis process wasn’t completely followed. Some requirements were changed without following the procedure and they weren’t updated in the documentation. |
| **Severity** | High |
| **Corrective Action** | No corrective action. There isn´t budget to perform the task of updating the documentation. The requirements changes were already implemented, no point in now follow the procedure to change the requirements. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013 |

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| **Unconformity** | |
| **ID** | 0015 |
| **Date** | 01/06/2013 |
| **Description** | The tests were executed without the test plan being completely finished nor baselined. |
| **Severity** | High |
| **Corrective Action** | No Corrective action. Nothing to be done at this point. |
| **Attributed to** |  |
| **Time Limit** |  |
| **Status** | Resolved at 01/06/2013. |