TEST READINESS REVIEW CHECKLIST AND RECORD

Number (<project>-<sequence #>)		-

Unit Under Test:	Part # (SW Build/Ver #)	Description	HW / SW / Both
Test Procedure(s):			

MPS Number:		Serial Number:	

Test location (Building/Lab):

Roles	Names *(Enter names present)*			
Test Conductor(s)*				
Cognizant Engineer(s)				
QA** and Safety				
Other Role				

Checklist

Software only	Date of last code/peer review:	Dry-run performed? Y N
	Code freeze date (last updated):	Checksum:

Is MPS ready for test? Y   N   N/A
Comments:

Have MPS inspection findings been resolved? Y   N   N/A   Comments:

Have MPS part shortages been resolved? Y   N   N/A   Comments:

Have all open issues/problems been documented and are they understood? Y   N   N/A
Comments:

Have test scripts been reviewed? Y   N   N/A
Reviewers, Notes, Exceptions:

Is all test equipment available? Y N   *and*   Is it calibrated? Y N   *and*   Has it been set up for test? Y N
Comments:

Are MPS and test procedure workflows/requirements understood? Y   N   Are there hold points? Y   N

Personnel and Equipment Safety (e.g. High Voltage, Trip Hazards, Overhead Equipment, Battery, Equipment Tip-over):

Other topics of discussion (e.g. Required materials, Known unusual or difficult processes or test issues, Method for recording test anomalies and failures understood, Use of Hardware Log Books, Training, Others/Notes):

Actions

Action Items	Action Item Closure

Signatures below indicate that any required actions have been completed, including any follow-up meetings, and the team is ready to conduct testing.

TRR Closure

Test Conductor*	Print Name	Signature	Date
QA**	Print Name	Signature	Date

* Required   *** As Required by contract or PAIP*

15-FR-002 Rev 1 Chg 1 [02/2020]   Ref: (DOP-7-15-010)