**HP team:**

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| Function | Name |
| WW Notebook SCM | Bob Johnson |
| CIS WW Eng. | Randal Popp |
| CIS WW Eng. | Jeff Volk |
| APJ CS Eng | Yuxuan Toh |
| PSGO Quality | Polo Tu |

**Agenda**

* Introductions (All)
* Resolve any confusion about UPS (Randal, Jeff and Yuxuan)
* agree to a UPS ramp schedule (Randal, Jeff and Yuxuan)
* Gain approval of a proposed web service enhancement that can be used as a standard for non-PRISM manufacturing sites (Randal, Jeff and Yuxuan)
* Review factory Quality process improvement plans (Bob and Polo)
  + Production quality design control for CS services (ex: asset tags scan not checked by process)
    - QA process should provide 100% confidence that unit was compliant when leaving factory
    - Process should not be overly reliant on experience
    - Systematic checks should make it impossible for non-compliant units to escape the factory
  + Control on factory service implementation(ex: playbooks not usable/understood/applicable)
    - Playbooks need to be translated to factory processes exactly to prevent incorrect deployment of services (example: BIOS Extract Utility, Asset tag sourcing or range management)
  + Review TAT and rPOC metrics and improvement plans
    - TAT is a Quality point from a customer perspective
    - Control on factory lab capability to qualify/speed-up CS setup validation
    - rPOC execution success rate is a customer quality point
* Review status of non-tradition CS platform support implementation
  + Future Low end and Android support
* Hi level factory tour (all)

**Minutes:**

* Specials resources to be increased (refer to Inventec presentation) New PM (4th) starting next week
* Inventec plans to build 2 rPOC units for each rPOC. First one they will use for their own validation, 2nd one for the customer. Intent is to achieve 100% successful rPOC. (CS PM by platform is responsible for setup and support of rPOC)
* Detailed factory quality, TAT & rPOC improvement reviews (refer to Inventec presentation)
* Inventec to investigate if the can parse the EDI 850 CTO for localization
* Randal to send Inventec white paper on Get USI, Get ATM and ATRP.
* Inventec to test UPS Get USI for Shell – target next week (may require follow up calls – could be 2 weeks)
* Inventec to implement Bartender into there over all process
  + Leverage get ATRP to pull in Bartender resource files – Inventec needs a few weeks to investigate and will get back to us on a timeline on when they can implement.
* Get ATM must be run as late as possible in the process after it has been assigned to the HP PO – Randal to provide details ~ 1 month
* UPS Get USI replaces CDSI in the software DL portion of the process.
* Randal to work with HP developer so define detail Shell Process and overall Asset Tag process
* HP to clarify GET ATRP naming conventions (are they standard ex. Serial#, MAC address)
* Inventec to update Asset tag flow to reflect CQ process by end of this week
* HP to drive WW alignment on Base Unit changes. Should be New Sku, not ECN
* Randal to work with HP developer so define detail Shell Process  and overall Asset Tag process
* Check with Chris about how to speed up verify po process
* Inventec wants a new return code for UPS Send Bom if the BOM has already been sent.  Need return code that says, yes we have done this already so we don’t have to keep doing UPS Send BOM. So they don’t have to keep looping.  Just go to verify po ready?
* Randal to ask Chris how to return UPS data back to UPS DB for re-work units for Shell.  Within CDSI, you can return one SN with data back to the DB to be used on another SN.

