序 号：

保存期：长期

**项目任务书**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **项目名称** | |  | | | | **项目代码：** | |
| **决策**  **分析** | **产品概述** | |  | | | | |
| **市场机遇分析** | |  | | | | |
| **风险评估** | |  | | | | |
| **目标市场分析** | |  | | | | |
| **资源投入分析** | |  | | | | |
| **项目**  **技术**  **内容** | **整体系统**  **功能与性能** | |  | | | | |
| **电气** | |  | | | | |
| **软件** | |  | | | | |
| **机械** | |  | | | | |
| **工艺**  **性能** | |  | | | | |
| **项目环境**  **适应性** | |  | | | | |
| **项目**  **目标** | **成本** | |  | | | | |
| **进度** | |  | | | | |
| **质量** | |  | | | | |
| **生命周期环保要求** | |  | | | | |
| **职业健康要求** | |  | | | | |
| **法律法规** | |  | | | | |
| **认证与执行标准行业规范** | |  | | | | |
| **专利策划** | |  | | | | |
| **培养人才** | |  | | | | |
| **拓展**  **客户关系** | |  | | | | |
| **平台构建** | |  | | | | |
| **成套样机** | |  | | | | |
| **项目**  **归档资料** | |  | | | | |
| **产品**  **过程文件** | |  | | | | |
| **资源提供** | **类似设计及经验教训** | |  | | | | |
| **技术资源** | |  | | | | |
| **资金资源** | |  | | | | |
| **人力资源** | |  | | | | |
| **项目成员** | |  | | | | |
| **项目负责人** | |  | | | | |
| **评审意见** | | **通过或不通过** | | | **评审时间** | |  |
| **评审人员：见评审签到表** | | | | **编制：** | | | **审批：** |