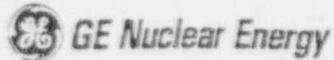


ENGINEERING OPERATING PROCEDURE

Employees Only
EOP 40-7.00
Supplement A

SUBJECT: DESIGN REVIEW NOTIFICATION

SD-003 or equivalent



Design Review Notification

(REF. EOP 40-7.00)

DATE OF NOTIFICATION _____ (A)	
DESIGN REVIEW TITLE _____ (B)	
DESIGN RECORD FILE NO. FOR WORK BEING REVIEWED: _____ (C)	
JOB ORDER NO. FOR REVIEW _____ (D)	JOB TITLE _____ (E)
LEAD SYSTEM ENGINEER _____ (F)	ENGRG PROGRAM MANAGER _____ (G)
MEETING DATE _____ (H)	TIME _____ (H) PLACE _____ (H)
DESIGN TEAM _____ _____ _____ _____ _____ DESIGN REPRESENTATIVE COMPONENT NO. _____ MAIL CODE _____	REVIEW TEAM _____ _____ _____ _____ _____ REVIEW CHAIRPERSON COMPONENT NO. _____ MAIL CODE _____
APPROVED BY MANAGER RESPONSIBLE FOR WORK BEING REVIEWED: NAME/SIGNATURE _____ (K) (L) DATE _____ (L)	
PURPOSE AND SCOPE OF DESIGN REVIEW _____ (M) _____ _____ _____ _____ _____	

SD-003 (0/90)

Date Issued	Revision	Supersedes	Page
May 1, 1990	2	Rev. 1 (7/20/87)	1 of 2

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DESIGN REVIEW NOTIFICATION - FORM COMPLETION INSTRUCTIONS

<u>ITEM</u>	<u>COMPLETION RESPONSIBILITY</u>
A. Date form is initiated.	Design Representative
B. Design review subject.	Design Representative
C. Design Record File number containing supporting documentation.	Design Representative
D. Job Order number to which review participants charge work associated with this review.	Design Representative
E. Name of job corresponding to Job Order number.	Design Representative
F. Name of responsible Lead System Engineer.	Design Representative
G. Name of responsible Program Manager.	Design Representative
H. Date, time, and place of review team meeting(s).	Design Representative
I. Names of design team members, component number, and mail code of Design Representative.	Design Representative
J. Names of review team members, component number, and mail code of Review Chairperson.	Review Chairperson
K. Name of Responsible Manager.	Design Representative
L. Signature and date of Responsible Management approving notification.	Responsible Manager
M. Brief statement as to basic intent of design review and type of material to be presented.	Design Representative