

ENGINEERING OPERATING PROCEDURE

Employees Only
EOP 42-10.00
Supplement C

SUBJECT: REASSIGNMENT OF DRF RESPONSIBILITY

SD-053

REASSIGNMENT OF DRF RESPONSIBILITY

Ref: EOP 42-10.00C

TO: Configuration Management
M/C 724cc: WPSS Office
M/C 676

FROM: _____

DATE: _____

Please reassign DRF responsibility as follows:

DRF NUMBER	RELEASING COMPONENT	COMP. NO.	RECEIVING COMPONENT	COMP. NO.

*Signature of Manager of
Releasing Component:

Signature _____

Date _____

Type/Print _____

Name _____

*Signature of Manager of
Receiving Component:

Signature _____

Date _____

Type/Print _____

Name _____

1. If the reassignments are between components, it is required to have both the releasing and the receiving component manager's approval.
2. If the reassignments are within a component, it is required to have the component manager's approval.
3. The releasing and the receiving custodians shall initial next to their names.

Note: PLEASE INCLUDE A COPY OF THIS TRANSFER SHEET IN YOUR DRF PACKAGE.

SD-053 (7/89)

: Date Issued	: Revision	: Supersedes	: Page
: August 1, 1989	: 0	: New	: 1 of 2

REASSIGNMENT OF DRF RESPONSIBILITY - FORM COMPLETION INSTRUCTIONS

<u>ITEM</u>	<u>COMPLETION RESPONSIBILITY</u>
A. Name, date and CC	Releasing Custodian of DRF
B. Number of DRF to be reassigned	Releasing Custodian of DRF
C. Name of releasing custodian of DRF, component number and initials (see Item 3 of form)	Releasing Custodian of DRF
D. Name of receiving custodian of DRF, component number and initials (see Item 3 of form)	Receiving Custodian of DRF
E. Releasing Manager's signature, name and component number (see Item 2 of of form)	Manager of Releasing Custodian of DRF
F. Receiving Manager's signature, name and component number (see Item 1 of of form)	Manager of person receiving custodianship of DRF