

Design Planning and Review Worksheet
 Reference: Kyra Quality Process, rev 0.0 Jan 2001, Section 4

For design verification use only	
Design verification start date:	Design verification completion date: (indicates acceptance)
Verification conducted by (name/title):	Verification conducted at (location):
<input type="checkbox"/> Adequate documents and data defining design inputs and outputs is available. <input type="checkbox"/> Additional documents and data are required. <i>Reference attached documentation of additional requirements and their resolution:</i>	
<input type="checkbox"/> Design outputs meet the requirements specified in the contract. <input type="checkbox"/> Errors or deficiencies in the design outputs have been noted. <i>Reference attached documentation of noncompliances and their resolution:</i>	
<input type="checkbox"/> Customer participation in design verification is not required and has not been solicited. <input type="checkbox"/> Customer participation in design verification is required or has been solicited. <i>Reference attached documentation of customer review of design output:</i>	

8. Design validation

Design validation shall be performed to ensure that product conforms to defined user needs and/or requirements.

<input type="checkbox"/> Requirements for design validation are specified in the contract and its attached documentation. <input type="checkbox"/> Requirements for design validation shall be specified by Kyra. <i>Describe validation process(es) to be used, and reference attached specifications:</i>

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Design validation start date:	Design validation completion date: (indicates acceptance)
Validation conducted by (name/title):	Validation conducted at (location):
<input type="checkbox"/> Adequate documentation, equipment, supplies, facilities, etc. are available. <input type="checkbox"/> Additional materials are required. <i>Reference attached documentation of additional requirements and their resolution:</i>	
<input type="checkbox"/> Product characteristics and/or performance meet the requirements specified in the contract. <input type="checkbox"/> Errors or deficiencies in the product characteristics and/or performance have been noted. <i>Reference attached documentation of noncompliances and their resolution:</i>	
<input type="checkbox"/> Customer participation in design verification is not required. <input type="checkbox"/> Customer participation in design verification is required or has been solicited. <i>Reference attached documentation of customer review of design output:</i>	