[organ	ization name]					
Appe	ndix 4 – De	sign Review Min	utes			
Projec	t name					
Input requirements:						
Proiec	t phases:					
Phase	Phase name				Note:	
no.						
2.						
3.						
4.						
Are all	project	?				
■ Yes ■ No						
Were t	here any	?				
■ Y Projec	es t changes		■ No			Commented [9A1]: Delete the whole table if there were no
Chang		and the Street	Torquitoration	Approved by		changes in project. Commented [9A2]: This is done by
No.						
2.						
Did ch	anges affect th	٩)			Commented [9A3]: Delete if there were no changes in project.
	ix 4 – Design Revie		Commenced [380]. Delete if there were no changes in project.			
			r. [version] from [date] Services Ltd. www.advisera.com in a	ccordance with the Licen	Page 1 of 2 se Agreement.	

[organization name]		
Yes	■ No	
Do project deliverables meet Yes	? ■ No	Commented [9A4]: Validation activities are conducted tensure that the resulting products and services meet the requirements for the specified application or intended use.
Project verification date:	■ NO	
Method of project validation:	Project manager:	
In the second of project valuation:		
	Transcriptor .	
Date of		
Date of		
	Project manager:	
[job title]		
[name]		
[signature]		
Appendix 4 – Design Review Minutes	ver. [version] from [date] Page 2 of 2	

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