Product Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lead Engineer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Background of Product
   1. What product(s) is this design based on?
   2. What are areas new technology for RE introduced by this product?
   3. What Problem(s) does this product solve for the customer?
2. Changes for this Rev
   1. What is the New Rev number?
   2. Is this the first revision of this product?
   3. Was the previous Revision released to Production?
      1. How many were produce prior to thus Rev?
      2. Are the changes in this rev mandatory for all shipments going forward?
      3. Can the previous Rev be reworked?
   4. What circuit changes were made since the last revision?
   5. What Problems/Issues have been resolve in this Revision?
3. Ready for Fabrication
   1. Has the Mechanical layout of the PCB been checked against the Metal work?
      1. Mounting holes
      2. Alignment of connectors
   2. Has the function of switches been checked against Artwork screening?
   3. Has the description of Connector been checked against Artwork screening?
   4. Has the board been finalized
      1. Screening and solder mask check by Doc Cntrl?
      2. Has the Rev and board identification been checked?
   5. Has the design Lead done a final review on the product after the final clean-up has been done on the board?
4. Fabrication Planning
   1. Is the BOM ready
      1. Has it been checked into documentation control system?
      2. Have new parts been flagged for ordering?
      3. Is supply chain aware of long lead-time parts for risk buying?
   2. Is there any special requirements for the PCB ( copper weight, special substrate)
   3. Does Engineering have sample part or special parts it will be consigning for the run?
   4. Is there any special handling procedures required?
   5. What PCB house will we be using?
   6. What Contract assembly house will we be using?
5. Development Planning
   1. What procedures, test or field testing will be required in the next revision to validate the design changes have be completely resolved?
   2. Do we require any special equipment in the testing of this new revision?
   3. What open issues Design/ New Features have not been address in this revision?
   4. Will we need to do another revision of this product before we start volume production (if uncertain specify % Confidence)?