DIN EN 16601-10-01:2014-11 (E)

Space project management - Part 10-01: Organization and conduct of reviews

Contents

Page

Foreword **4**

1 Scope **5**

2 Normative references **6**

3 Terms, definitions and abbreviated terms **7**

3.1 Terms from other standards 7

3.2 Terms specific to the present standard 7

3.3 Abbreviated terms 8

4 Fundamentals of reviews **9**

4.1 Basic principles 9

4.2 Review tasks 9

4.2.1 Initiation of the review 9

4.2.2 Preparation and distribution of the review data-package 9

4.2.3 Review of the documentation 10

4.2.4 Review findings and conclusions 10

5 Requirements **11**

5.1 General 11

5.2 Review bodies 11

5.3 Roles and tasks 12

5.3.1 Review authority 12

5.3.2 Customer 12

5.3.3 Supplier 13

5.3.4 Review team leader 13

5.3.5 Review team 13

5.4 Prerequisite conditions for holding the review 13

5.5 Review meetings 14

5.5.1 Prerequisite key point 14

5.5.2 Kick-off meeting 14

5.5.3 Coordination meeting 14

5.5.4 Collocation meeting 14

5.5.5 Review team close-out meeting 14
5.5.6 Review authority meeting 15
5.6 RID processing and action item follow-up 15
Annex A (normative) Review procedure - DRD 16
Annex B (normative) Review item discrepancy (RID) - DRD 18
Annex C (normative) Review team report - DRD 21
Annex D (normative) Review authority report - DRD 23
Annex E (informative) Logic diagram for RID processing 24
Annex F (informative) Examples for defined terms 25
Bibliography 26

Figures

Figure 4-1: Review information flow 10
Figure B-1 : Example of RID form 19
Figure B-2 : Example of RID form (continued) 20
Figure E-1 : Flow logic for the RID processing 24