

Design Review Meeting

The Design Review Meeting is for the purpose of reviewing the status of the development. In these meeting are representatives from the following departments who should attend as needed:

- Design Engineer
- Hardware Engineering
- Software Engineering
- PCB layout technician
- Validation Test Engineers
- UL and other agency experts
- Function-tester Engineers
- Purchasing Agent
- Manufacturing
- Packaging Engineer
- Incoming Inspection personnel

The purpose of the Design Review Meeting is the following:

- Alert all departments of a new product
- Distribute prints, specifications, and ECRs to various departments as needed
- Develop schedule for implementation of product development
- Mark progress in the design, purchasing of parts, and testing
- Raise issues of possible difficulty and work to find solutions