

<b>Design Review report</b>	
<i>Project/Product</i>	<i>Document number, version, date</i>

<b>Purpose of the Design review</b>	
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<b>Date of the Design review</b>	
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<b>Design review Documentation under review</b>	
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<b>Participants</b>	<b>Function</b>	<b>Name/signature/date</b>
	R&D	
	QA/RA	
	Sales / Marketing	
	Medical	
	Purchasing	
	Manufacturing	
	Independent reviewer	

<b>Results of discussion</b>	<i>Describe the key topics and results from discussions.</i>
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<b>Open activities from previous Design reviews</b>	<i>List open activities from previous design reviews and verify that activities were completed. Remaining open activities need to be addressed with responsibilities and due date.</i>
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<b>Open activities from this Design reviews</b>	<i>List open activities with responsibilities and due date</i>
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<b>Conclusions</b>	<p><i>Describe the overall conclusions of the review including the final results and relative justifications. The review is considered passed only when action items are addressed and/or closed.</i></p> <p><input type="checkbox"/> <i>No issues found; review passed</i></p> <p><input type="checkbox"/> <i>Issues found; addressed in the action item list and completed; Review passed</i></p> <p><input type="checkbox"/> <i>As it was not possible to complete the action items as planned, a new review will be needed</i></p>
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<b>Approval</b>	
	<i>name / date / signature</i>
	<i>name / date / signature</i>