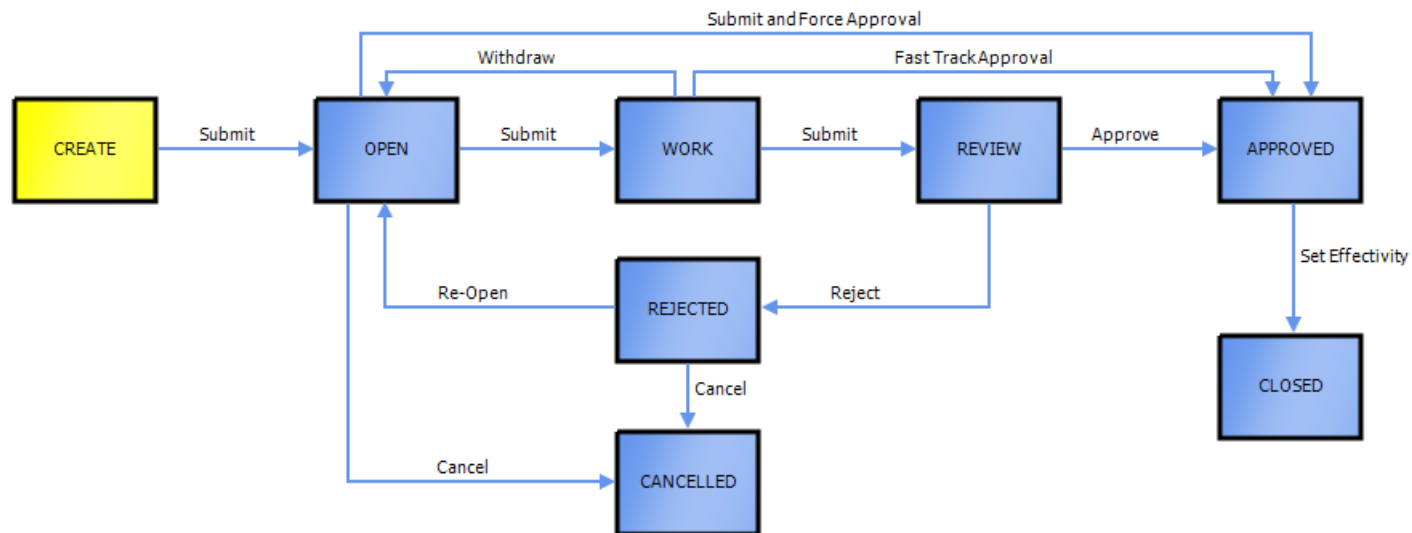


Change Order Workflow

- The flexibility is not in the Graphics, but in the Route and Roles
- Configurability adds flexibility to Stages, Activities and messages, plus allows for added information on Item and ECO
- It aggregates all the information gathered around the design, the design files and their history. Reuse for better knowledge



Basic Concepts

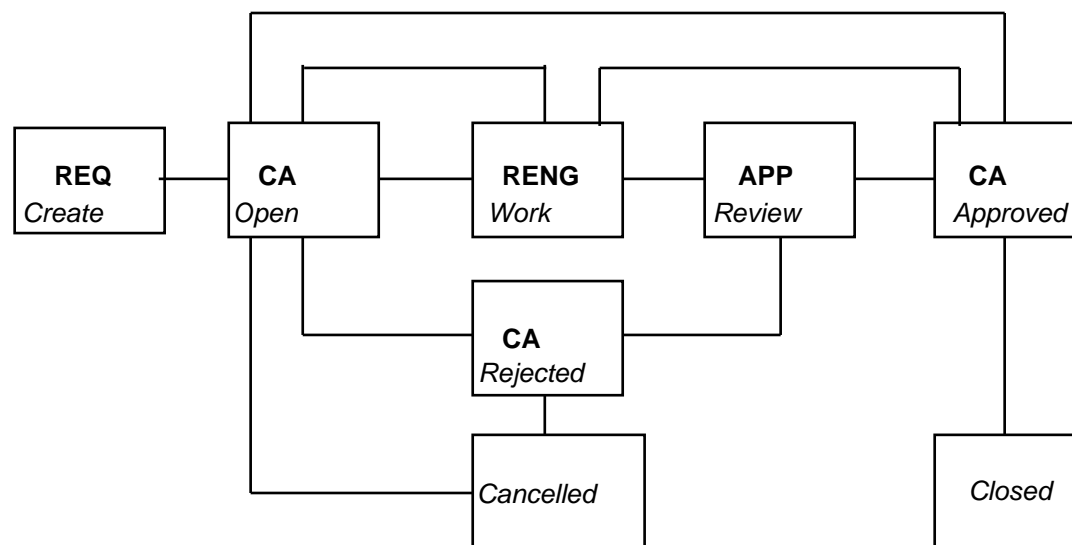
Rules

- The following rules apply to editing the routing after the change order has been created:
- Depending on the state of the change order, anyone on the Routing can add another reviewer, except for Notification User.
- Only the (PS) Administrator, Change Administrator, and Responsible Engineer can add and remove approvers and Change Administrators.
- Only the (PS) Administrator, Change Administrator, and Responsible Engineer can remove a reviewer.

Name	Active stages	Comments
Requester	Create, Work	Automatic role for Starter of ECO
Change Administrator	Open, Approved, Rejected	In Work – Only CA can withdraw
Responsible Engineer	Work	Cannot withdraw
Checker	2nd level check - technical	New in PS 2008
Approver	Review	All or one to approve
Reviewer	All other than Create	Add notes and comments
Notification User	All (see specifics below)	Receives information

Basic Concepts

Stage	REQ (Auto role)	CA	RENG	Check	APP	REV
Create	Create, Edit, Submit, Delete	Delete, Submit	-	-	-	-
Open	-	Edit, Submit, Submit +Force Approval, Cancel	-	-	-	-
Work	Add and reply to comment,	Withdraw or Fast track approval	Edit, LCS, Submit	-	-	Add and reply to comment
Check	Add and reply to comment,	Edit, LCS, add comment	-	Approve, Reject, Add and reply to comment	-	Add and reply to comment
Review	Add and reply to comment	Edit, LCS	-	-	Approve, Reject	Add and reply to comment
Rejected	-	Edit, Cancel, Re-Open	-	-	-	-
Approved	-	Edit, LCS, Set Effectivity	-	-	-	-



REQ – Requester

CA – Change Administrator

RENG – Responsible Engineer

Check – Checker

APP – Approver

REV – Reviewer

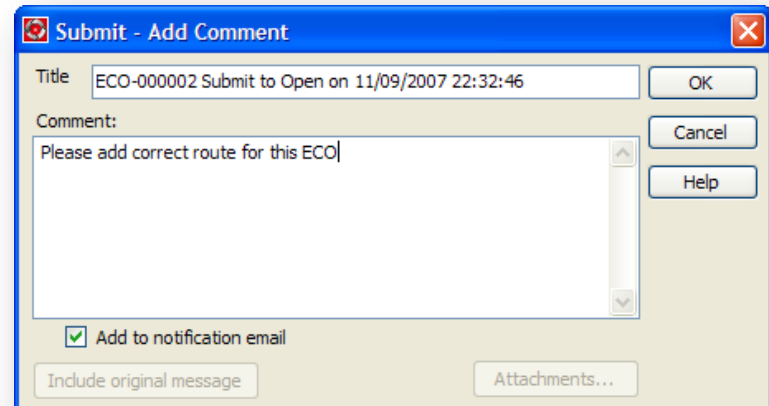
Active Roles in the different Stages in ECO

Notifications

- During Transition from one stage to another, notifications are sent to according to the roles

Role	Transition To								
	Open	Work	Check	Review	Approved	Closed	Rejected	Open (from Rejected)	Cancelled
Notification User	No	No	No	No	No	Yes	No	No	No
Reviewer	No	Yes	Yes	Yes	No	No	No	No	No
Approver	No	No	No	Yes	No	No	No	No	No
Responsible Engineer	No	Yes	No	Yes	No	No	No	No	No
Checker	No	No	Yes	No	No	No	No	No	No
Change Administrator	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	No

- Also option to add comments to mail



Submit - Add Comment

Title: ECO-000002 Submit to Open on 11/09/2007 22:32:46

Comment:
Please add correct route for this ECO

☒ Add to notification email

Include original message Attachments...