	<b>QMS Procedure</b> MTS Systems Corporation – MTS Test	<b>Document Number: SPD31</b>	<b>REV: F</b>
<b>Title:</b>	<b>Hardware Development Process for Stage 3B Verification Procedure</b>	Page #: 1 of 5	
<b>Procedure Owner: Hardware Development</b>		Revision's Training Requirements – select one (per section #9): <b>Awareness X</b> <b>Formal X</b>	

## Table of Contents

Section	Page
1 Purpose	1
2 Scope	1
3 Definitions	1
4 Graphic	1
5 Responsibilities by Function	1
6 Procedure	2-4
7 Associated Quality Records	4
8 Forms / Templates	4
9 Revision Training Requirements	4
10 Revision History & Approval	5

### 1 Purpose

- 1.1 The purpose of Stage 3B - Verification procedure is to plan and perform a verification of the new detailed design.

### 2 Scope – *applies to where & when the procedure is used*

- 2.1 This process applies to all North American based R&D programs for MTS Test.

### 3 Definitions and Acronyms


### 4 Graphic (if needed)



Stage 3B Verification  
Rev F.pdf

### 5 Responsibilities

- 5.1 See graphic

	<b>QMS Procedure</b> MTS Systems Corporation – MTS Test	<b>Document Number: SPD31</b>	<b>REV: F</b>
<b>Title:</b>	<b>Hardware Development Process for Stage 3B Verification Procedure</b>	Page #: 2 of 5	
<b>Procedure Owner: Hardware Development</b>		Revision's Training Requirements – select one (per section #9): <b>Awareness X</b> <b>Formal X</b>	

## 6 Procedure

### 6.2 Create Verification Plan

The Development Team creates a Verification Plan. The plan should include tests to confirm that Design Specifications are met.

Output: Verification Plan (Quality Record 7.2)

Template: Verification Plan Template

### 6.3 Verification Plan Review Meeting

The Development Team reviews the Verification Plan.

Output: Verification Plan Review Notes (Quality Record 7.3)

Template: None

### 6.4 Will Verification Plan Verify Design Specifications?

If No, return to Create Verification Plan (6.2).

If Yes, continue to Execute Verification Plan (6.5).

Output: None

Template: None

### 6.5 Execute Verification Plan

The Development Team executes the verification plan.

Output: Verification Results (Quality Record 7.5)

Template: None

### 6.6 Verification Results Review Meeting

The Development Team presents the Verification Results for review and feedback. Possible attendees include: subject matter experts, development managers, application engineers, staff engineers, etc.

Output: Verification Results Review Notes (Quality Record 7.6)

Template: None

### 6.7 Do Verification Results Show Design Specifications Were Met?

If No, determine where to re-enter the process (6.8).

If Yes, continue to Is Stage 3C Complete? (6.9)

Output: None


Template: None

### 6.8 Determine Where to Re-Enter the Process

The Development Team and Product Manager determine where to re-enter the process.

Output: None

Template: None

	<b>QMS Procedure</b> MTS Systems Corporation – MTS Test	<b>Document Number:</b> SPD31	<b>REV:</b> F
<b>Title:</b>	Hardware Development Process for Stage 3B Verification Procedure	Page #: 3 of 5	
<b>Procedure Owner:</b> Hardware Development		Revision's Training Requirements – select one (per section #9): <b>Awareness X</b> <b>Formal X</b>	

**6.9 Is Stage 3C Complete?**

If No, Complete Stage 3C (6.10).

If Yes, continue to Stage 3D.

Output: None

Template: None

**7 Associated Quality Records – as stated in the Quality Records List**

	Required Record
7.2	Verification Plan
7.3	Verification Plan Review Notes
7.5	Verification Results
7.6	Verification Results Review Notes


**8 Reference Forms / Templates / Documents**

Form / Template / Document Title	Location
Verification Plan Review Notes	QMS – Product Development – Hardware Development

**9 Current Revision's Training Requirements**

Training requirements are determined by the document owner – either awareness or formal.

Select One (mark X)	Training Type	Training Definition
X (general)	Awareness	Awareness training is conducted by communication, which is sent/delivered by the approver/author/owner of the document to the affected employees/groups.
Hardware Development Team	Formal	Formal training requires the approver/author/owner to collect/store evidence that the affected employees/groups were trained.

	<b>QMS Procedure</b> MTS Systems Corporation – MTS Test	<b>Document Number: SPD31</b>	<b>REV: F</b>
<b>Title:</b>	<b>Hardware Development Process for Stage 3B Verification Procedure</b>	Page #: 4 of 5	
<b>Procedure Owner: Hardware Development</b>		Revision's Training Requirements – select one (per section #9): <b>Awareness X</b> <b>Formal X</b>	

**10 Revision History & Approval**

<b>REVISION HISTORY</b>			
<b>Rev</b>	<b>Description of Change</b>	<b>Author</b>	<b>Effective Date</b>
A	Initial release	S. Firman	2/27/2009
B	Release Into New Format	S. Firman	6/7/2011
C	Updated to meet Rev. B of R&D Stage Gate and CE Process	S. Firman	8/27/2012
D	Updated procedure owner, training requirements, records location	S. Firman	5/17/2013
F	Updated process to better fit SPD group objectives.	S. Firman	11-20-2015

<b>APPROVAL OF CURRENT REVISION</b>		
<b>Name / Function</b>	<b>Signature</b>	<b>Date</b>
Scott Firman, Director of Solutions Engineering		