

PROCEDURES LIST:

COPY, MARKING, & DISTRIBUTION:

1. Make THIRTEEN copies of each page.
2. Three-hole punch each copy (NOT ORIGINAL)
3. Date stamp each copy page (APPROVED [this date])
Do NOT stamp originals.
4. DISTRIBUTION:
 - 3 sets - Manufacturing (MT, PC, TS)
 - 2 sets - Quality Assurance (SH, ??)
 - 5 sets - Engineering (DY, RD, GM, AW, GWH)
 - 1 set - Purchasing (LS)
 - 1 set - Inventory (RB)
 - 1 set - Configuration Management (GWH)

ORIGINALS - Configuration Management (GWH)