

	A	B	C	D	E	F	G	H
1	FINANCIAL CLOSE - QC PROCESS	Responsibilities :						
2		Finalisation (based on Schedule status doc 20.3.08)	Main QC Review	Secondary QC Review(s)				Full DLA QC review
3								
4								
5	Documents							
6								
7	Infraco Contract Suite :							
8								
9	Infraco contract	GG / DLA	SB	DM	JM	SMcG		√
10	TSA	AR / DLA	SB	SMcG	DM	BC		√
11	TMA	AR / DLA	BC	SMcG				√
12	TSA Novation Agreement	AR / DLA	n/a					√
13	TMA Novation Agreement	AR / DLA	n/a					√
14	CEC guarantee	DLA / CEC	SMcG					√
15	SDS Novation Agreement	JM / DLA	SB	DS				√
16								
17								
18	<i>Principal schedules (in addition to above) -</i>							
19	Definitions	GG / DLA	SB	DM	JM	SMcG	AR	√
20	Employer's Requirements (Sch 2)	MC	SB	JM	DM	GG	AR	√
21	Pricing (Sch 4)	GG / BD / DM	SMcG	SB				√
22	Milestone payments (Sch 5)	DM / ES	SMcG					√
23	Maintenance pricing / payment (Sch 6/7)	AR	BC	SMcG				√
24	Security package (Sch 9)	DLA	SMcG	GG				√
25	DRP (Sch 10/11)	DLA	SB	DM				√
26	Insurances (Sch 12)	DLA	MH	SC				√
27	TPAs (Sch 14)	DLA	SC	SB	AS			√
28	Design management (Sch 15)	DS	SB	SC				√
29	Programme (Sch 16)	TH	SB	SC				√
30	Tramco spare parts (Sch 26)	AR	BC	SMcG				√
31	tie obligations (Sch 27)	GG	SB	SC				√
32	Infraco Proposal (Sch 31)	MC	SB	JM	DM	GG	AR	√
33	Building Fixing Agreement (Sch 34)	BD	SB	AS				√
34	Tram Inspector Agreement (Sch 35)	AR	BC					√

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2		Finalisation (based on Schedule status doc 20.3.08)	Main QC Review	Secondary QC Review(s)				Full DLA QC review
3								
4								
5	Documents							
35	Reporting Period end-dates (Sch 36)							
36	Phase 1B (Sch 38)	GG	SB	DM	SMcG			√
37	TSA obligations (Sch 40)	AR	BC	SMcG				√
38	Environmental / H&S KPIs	SB	TC					√
39	Ground condition information (Sch 42)	SB	GG					√
40	Utilities information (Sch 43)	SB	GG					√
41								
42								
43	Close Report :							
44								
45	Introduction	Complete	SB			CEC		
46	Infraco Contract Suite	GB	SB			CEC		
47	Grant award letter	Complete	Complete					
48	Procurement risk	Complete	SB			CEC		
49	Third Party Agreements	Complete	GB	DS		CEC		
50	Land Acquisition Agreements	Complete	GB			CEC		
51	Governance & corporate matters	Complete	Complete					
52	Risk assessment - in-process & provisional matters	Complete	SC	MH		CEC		
53	Readiness for construction	Complete	JM	SC		CEC		
54	Specific confirmations	Complete	SMCG			CEC		
55	App 1 - Design management	SC	SB	DS		CEC		
56	App 2 - Governance & Delegations	Complete	n/a					
57								
58								

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2		Finalisation (based on Schedule status doc 20.3.08)	Main QC Review	Secondary QC Review(s)				Full DLA QC review
3								
4								
5	Documents							
59	DLA Report							
60								
61	Letter from DLA	DLA	GB			CEC	√	
62	Infraco summary including Council guarantee	GB	SB	DM		CEC	√	
63	Procurement risk	Complete	SB	MC	JM	CEC	√	
64	Risk matrix	DLA	SMcG	SC		CEC	√	
65								
66	Other key documents :							
67								
68	Grant funding letter	Complete	n/a					
69	Operating Agreement - tie / CEC	GB	n/a					
70	Operating Agreement - TEL / CEC	GB	n/a					
71								
72	Third Party Agreements :							
73								
74	BAA license / lease	Complete	SC	DS			√	
75	Station change	Complete	SC	DS			√	
76	Depot change	Complete	SC	DS			√	
77	NR APA	Complete	SC	DS			√	
78	NR Framework agreement and sub agreements	Complete	SC	DS			√	
79	Forth Ports	SC	GB	DS			√	
80	SRU	SC	GB	DS			√	
81	License - West Craigs	Complete	SC	DS			√	
82	License - Gyle	Complete	SC	DS			√	
83								
84								
85	tie and TEL Parties :							
86								
87	Alastair Richards	AR						

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1	FINANCIAL CLOSE - QC PROCESS	Responsibilities :						
2		Finalisation						Full
3		(based on						DLA
4		Schedule status	Main QC	Secondary				QC
5	Documents	doc 20.3.08)	Review	QC Review(s)				review
88	Alasdair Sim	AS						
89	Bill Campbell	BC						
90	Bob Dawson	BD						
91	Dennis Murray	DM						
92	Damian Sharp	DS						
93	Eric Smith	ES						
94	Graeme Bissett	GB						
95	Geoff Gilbert	GG						
96	Jim McEwan	JM						
97	Matthew Crosse	MC						
98	Mark Hamill	MH						
99	Steven Bell	SB						
100	Susan Clark	SC						
101	Stewart McGarrity	SMcg						
102	Tom Condie	TC						
103	Tom Hickman	TH						
104								