Project Assumptions & Open-Item Register

Track what is confirmed, assumed, open, blocked, or closed before a supplier response is treated as reliable.

YAO-BT-002 · Review Draft · 2026-10-21 · Not an approved engineering, quotation, sales, or contracting standard

YaoLaser is a buyer-routing and resource layer. Equipment and production-line inquiries route to Huiyao Laser; cells, packs, and ESS product inquiries route to BatteryPackLine.

How to use this file

1. Use one row for one input, interface, responsibility, or decision. Do not combine unrelated unknowns.
2. Select a stage and status from the drop-down lists. The stage names are proposed and require engineering/sales approval before publication.
3. Name the source or revision, owner, due date, and impact if the item is wrong or changes.
4. Close an item only when the closure evidence and closed date are recorded.
5. Use the worked example for structure only. Delete it before entering project information.

Definitions

Term	Use
Confirmed	The input has a named current source accepted for this review.
Assumption	A temporary basis is visible, owned, and tied to an impact if it changes.
Open	No basis has been agreed.
Blocked	Work should not progress to the named commitment until the item is resolved.
Closed	Closure evidence and a closed date are recorded.
Commitment Blocker	The item can materially change equipment quantity, tooling, process, tests, site work, price, delivery, or acceptance.

Verified routes

YaoLaser Project Routing	https://yaolaser.com/support/
YaoLaser Resources	https://yaolaser.com/resources/
YaoLaser Contact	https://yaolaser.com/contact/
Huiyao Laser production lines	https://www.huiyaolaser.com/Solution/Battery_Production_Lines.html
BatteryPackLine products	https://batterypackline.com/products/

Worked Example · Fictional

Example values do not represent a customer or approved project.

YAO-BT-002 · Review Draft · 2026-10-21 · Not an approved engineering, quotation, sales, or contracting standard

Summary

Open items	Blocked	Overdue	Commitment blockers
8	2	0	4

Item ID	Stage	Topic	Requirement / input	Status	Current basis or assumption	Source / revision	Owner	Opened date	Due date	Decision impact	Impact if wrong or changed	Closure evidence	Closed date	Days open	Review flag
EX-001	Concept Budget	Product	Controlled product envelope	Open	Concept arrangement only; dimensions not released.	Concept note / example	Buyer	2026-10-21	2026-10-30	Commitment Blocker	Fixture and handling concept may change.	Released product drawing		0	OPEN
EX-002	Concept Budget	Capacity	Output and shift basis	Blocked	No target entered in this fictional example.	Buyer production plan pending	Buyer	2026-10-21	2026-10-28	Commitment Blocker	Station quantity and line balance cannot be confirmed.	Approved capacity basis		0	BLOCKED
EX-003	Technical Proposal	Process	Included and excluded station boundary	Assumption	Cell receipt through final PACK test assumed; station list open.	Draft process flow	Joint	2026-10-21	2026-11-03	High	Scope and interface ownership may change.	Approved process boundary		0	OPEN
EX-004	Technical Proposal	Testing	Test methods, limits, and decision owner	Open	Categories named; methods and limits not supplied.	Test list / example	Buyer	2026-10-21	2026-11-05	Commitment Blocker	Equipment, data, acceptance, and pass/fail ownership remain conditional.	Controlled test specification		0	OPEN
EX-005	Technical Proposal	Site	Measured utility availability	Open	Buyer will provide the measured site basis.	Site survey pending	Buyer	2026-10-21		High	Site work and equipment interfaces may change.	Signed utility matrix		0	OPEN
EX-006	Technical Proposal	Interfaces	MES owner, fields, protocol, and offline behavior	Assumption	MES connection expected; interface definition open.	Interface note / example	Joint	2026-10-21	2026-11-10	High	Controls, software, commissioning, and acceptance may change.	Approved interface control document		0	OPEN
EX-007	Contract Baseline	Acceptance	FAT and SAT basis	Blocked	Products, run conditions, evidence, and deviations are open.	Acceptance workshop pending	Joint	2026-10-21	2026-11-15	Commitment Blocker	Delivery release and payment decisions cannot be controlled.	Signed acceptance protocol		0	BLOCKED
EX-008	Concept Budget	Routing	Next specialist route	Confirmed	Equipment/production-line scope routes to Huiyao Laser.	https://yaolaser.com/support/	Buyer	2026-10-21		Medium	Wrong routing delays the specialist review.	Routing decision recorded	2026-10-21	0	OPEN

Blank Assumptions & Open-Item Register

Leave unknown values blank or mark them Open. Do not enter zero unless zero is the confirmed project value.

YAO-BT-002 · Review Draft · 2026-10-21 · Not an approved engineering, quotation, sales, or contracting standard

Summary

Open items	Blocked	Overdue	Commitment blockers
0	0	0	0

Item ID	Stage	Topic	Requirement / input	Status	Current basis or assumption	Source / revision	Owner	Opened date	Due date	Decision impact	Impact if wrong or changed	Closure evidence	Closed date	Days open	Review flag