AUDIT REPORT

Rapporto N° / *Report Nr.* **123A90-AUR-QA-ROS-002**

Informazioni Generali – *General information*	
PROGETTO - *project:*	**HOLLANDSE KUST NOORD WIND PARK Project - BLPHH**
COMMESSA - *job nr.*	**123A90**
CLIENTE - *client*	**CROSSWIND**
Data Audit - *Audit date*	**16/01/2024**
Tipo di Verifica - *Audit Type*	**Project internal audit**
Attività/Funzione verificata – assessed *Function/Activity subject of Audit*	**Design – Procurement – Project Management – Package Expediting**
Fornitore - *Subcontr./Supplier*	**N.A.**
Luogo dell'Audit - *Audit location*	**MILANO ROSETTI Office**
Gruppo di Audit - *Audit Team*	**Raffaele Degli Esposti – ROSETTI - Lead Auditor** **Andrea Valgiusti – ROSETTI - Auditor** **Dominik Sznajder – CROSSWIND - Observer**
Personale coinvolto – *Auditees*	**Massimiliano Brunelli – ROSETTI – project Manager** **Davide Lo Sterzo – ROSETTI – Project Engineer Manager** **Andrea Marongiu – ROSETTI – Project Procurement Coordinator** **Claudia Giunchi – ROSETTI – Project Engineer** **Bonifacio Rico – ROSETTI – Project Expediting Coordinator**

Obiettivo dell' Audit - *Purpose of the Audit*

The primary objective of this internal audit is to conduct a comprehensive and critical analysis of the project procedures in the BLPH project, with a specific focus on procurement, design, project management and expediting processes.

This audit is designed to ensure compliance with contractual obligations and adherence to established industry standards and best practices, guaranteeing the highest project execution and management efficiency.

For details on the execution of the audit refer to document 123A90-PM-QHSE-TOR-00001- Audit Terms of references (Annex 1).

Documenti di Riferimento - *Reference documents*

Contract No. CW-I-WP4-2023-05
ISO 9001:2015
123A90-PML-QHSE-QP-00002 Project Quality Plan
123A90-PML-CON-PL-04000 Project Execution Plan

Risultanze e Relazione - *Findings and Reports*

The comprehensive audit has put in evidence that the execution modalities of activities, as outlined in the reference documents, are under control.

There is a widespread awareness of both project requirements and contractual obligations among the team.

The individuals interviewed have demonstrated a clear commitment to the project's objectives.

Notably, no instances of non-compliance were identified during the audit. However, certain observations were made that are identified as opportunities for enhancing the managerial processes.

These improvements are not limited to the project level but extend to the corporate level as well.

It is important to highlight that, in addition to the initially outlined Terms of Reference (TOR), the scope of the audit has been expanded to include the activities related to expediting. This decision was made in recognition of the fact that expediting plays a critical role in the overall Procurement process.

Additionally, within the context of the procurement process, it has been observed that a significant portion of these tasks are carried out at the Ravenna office.

This observation highlights the need for an extended assessment of procurement activities, especially concerning the management of construction sub-contracts handled at the Ravenna location. This extended verification is crucial to ensure that the standards of quality and compliance observed in other areas are uniformly applied and maintained across all locations and aspects of the project.

By extending the audit to encompass these activities, we aim to ensure a more comprehensive evaluation of the procurement procedures, thereby enhancing the effectiveness and efficiency of the entire project management cycle.

Allegati – *Attachments*

Attachment 1: 123A90-PM-QHSE-TOR-00001 – AUDIT TERMS OF REFERENCE
Attachment 2: Summary of Findings
Attachment 3: Audit Check Lists

Azioni Richieste - *Required Actions*

See the attached "Summary of Findings" Table (Attachment 2)

Conclusioni – *Conclusions*

Indice di Conformità - *Conformity Index*	**96,3%**	Indice di Valutazione *Assessment Index*	**4.0** **(1.0 – 5.0)**
Osservazioni - *Observations*	**5**	Non Conformità *Non Conformity Reports*	**0**
Richiesta Azioni Correttive *Request of Corrective Actions*	**0**		
Data del report Audit Report Date	**22/01/2024**	Report preparato da Report prepared by	**R. DEGLI ESPOSTI**
Distribuzione Distribution			

	Summary of Audit Findings - 123A90-AUR-QA-ROS-002		Rev.0		Date 22/01/2024 *Date*	
Tipo Finding ***Finding Type***	**#**	**Descrizione - Proposta di reazione** ***Description - Proposed Action***	**Responsabile** ***Responsible***	**Pianificata** ***Planned***	**Attuata** ***Completion date***	**Status** ***Status***
OBS	1	**INTERDISCIPLINARY CHECK** Among the execution modalities of the process outlined in the Corporate Procedure INTERDISCIPLINARY VERIFICATION OF TECHNICAL DOCUMENTS IDL-ENG-07, edition 2020-00, dated 01/08/2020, and the actual implementation on the project, appears to be a lack of perfect alignment. It is observed that the procedure seems to require an update due to the evolving organizational circumstances at Rosetti and the availability of new software tools. This discrepancy suggests a need for revising the procedure to better reflect current practices and technological advancements, ensuring a more effective and efficient process alignment. The updated procedure should then be implemented on the Project	PQM	29/02/2024		
OBS	2	**INTERFACE MANAGEMENT** The activities encompassed within interface management are detailed in Section 6 of the PROJECT EXECUTION PLAN 123A90-PML-PM-PL-00001, revision 00, dated 10/08/2023. In this document, the requirements for managing external interfaces are clearly identified. However, the definition of internal interfaces relevant to Rosetti's scope of work is not as clearly stated. This lack of clarity poses a risk of deviating from the contractually defined procedures. Therefore, a thorough analysis and subsequent revision of the dedicated section and its related activities are necessary. This revision should aim to provide a clearer definition of internal interfaces, aligning them with the project's objectives and contractual obligations to mitigate any risks associated with misinterpretation or misalignment in the project's execution. The Project had already operationalised Interface Management of the interfaces between Company, Contractor and Company's Other Contractors. It is advised that this will be developed into a standalone documents, as per the PROJECT EXECUTION PLAN 123A90-PML-PM-PL-00001.	PM/PEM/PE	29/02/2024		

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OBS	3	**MANAGEMENT OF CHANGE** It would be beneficial to clearly define the management of changes within the Project Execution Plan. Currently, the management of Design Changes is outlined in the corporate procedure IDL-ENG-08. The management of Changes with contractual impacts is detailed in the 123A90-PML-PM-PL-00004 Project Control Plan. To enhance clarity and coherence, the Project Execution Plan should include a dedicated section that explicitly integrates and elaborates on these two aspects. This addition will ensure a comprehensive understanding of change management processes, aligning them with both design and contractual considerations.	PM/PEM/PC	29/02/2024		
OBS	4	**TECHNICAL INTEGRITY VERIFICATION (TIV) MANAGEMENT** The management of TIV is governed by the contractual document K559-2254-QM-PLN-001. A preliminary activity essential to the preparation of the TIV plan is the definition of Safety and Environmental Critical Elements (SECE). As per the Master Document Register, the issuance of the TIV Programme and SECE list has not yet been finalized. Given the significance of this matter and its impact on the project, it is deemed necessary to examine into the details of this topic. It is suggested to initiate a workshop, initially internal to Rosetti's project organization, and subsequently involve CW. This approach is intended to ensure a unified understanding and vision of the subject matter among all involved parties.	PEM / PQM	29/03/2024		
OBS	5	**MANAGEMENT OF MINUTES OF MEETING (MOM)** For the Project, numerous meetings across various disciplines are conducted. Establishing a systematic approach for the distribution and archiving of the Minutes of Meetings (MOM) is recommended. This approach should ensure that even those who are not participating in the meetings but may be affected by the decisions made are adequately informed.	PQM/DC	29/03/2024		

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		Implementing a structured system for disseminating and storing MOM will enhance communication efficiency and ensure all relevant parties are kept up to date with project developments and decisions.				

LISTA DI VERIFICA ***Audit Check List***	Rapporto Nro *Report Nr.* **123A90-AUR-QA-ROS-002**	**Tipo di Audit : *Audit Interno di Progetto*** Type of Audit**: *Project Internal Audit***	*Q / HSE / OTHER:* **Q**

DATA AUDIT *Audit date:*	**16/01/2024**	SETTORE VERIFICATO audited dept./function/area	**PROCUREMENT** **DESIGN** **PROJECT MANAGEMENT** **EXPEDITING**	COMPONENTI GRUPPO DI AUDIT *audit team*	**Raffaele Degli Esposti – ROSETTI - Lead Auditor; Andrea Valgiusti – ROSETTI - Auditor** **Dominik Sznajder – CROSSWIND - Observer**
PROGETTO: *project:*	**HOLLANDSE KUST NOORD WIND PARK Project** **BLPHH**	COMMESSA *job nr.*	**123A90**	CLIENTE *client*	**CROSSWIND**

ITEM		PUNTO di VERIFICA Audit checkpoint	RISCONTRI ED EVIDENZE *Findings and evidences*	CONF. *Conf.* *Y / N*	TIPO FINDING Findings Type *RC, NCR, OBS, CAR*	RATING 1 - 5
1		**PROCUREMENT**				4
	1.1	How are the responsibilities for carrying out the activities shared between the Milan and Ravenna locations?	The procurement activities for engineering sub-contracts and critical tagged items are carried out in Assago (Milan-Italy) and for construction sub-contracts and bulk materials in Ravenna (Italy), under the coordination of the Project Procurement Coordinator (PPC).	Y		4
	1.2	Who are the members of the team that manages the procurement process for the project?	The Procurement Team consist of Buyers, Expediters/Inspectors, and Logistic & Custom Coordinators. Reference is made to the project organisation chart 123A90 -PM-ORG-001 rev. 01	Y		4
	1.3	Is the Procurement Plan issued in the early phase of the Project, and is it linked to the Project Master Schedule?	Procurement plan 123A90-PML-PRT-PL-00050 rev.1 has been approved in code 1 by CPY. The dates indicated in the PP have been assigned taking into account the Master plan.	Y		4
	1.4	Is there regular coordination and interface between the Procurement, Engineering, and Construction Team to ensure procurement activities align with project requirements and schedule?	An internal coordination meeting is held on a weekly basis. Weekly is carried out also a meeting with the CPY on the status of the procurement.	Y		4
	1.5	Is a monthly material progress status report issued to indicate forecasted/planned/actual key dates for procurement activity?	The procurement status is detailed in the monthly report that is shared with the CPY.	Y		4
	1.6	Is there a process for suppliers' qualification and control (Supply Chain & Vendor Data Base Management) in compliance with internal procedures?	The comprehensive list of qualified vendors for Project 123A90-PML-PRT-LIS-00001, "PROJECT VENDORS AND SUBROSS LIST," has been officially issued and approved under code 1. It shall be noted that within this document, certain vendors are highlighted. These highlighted vendors, while being duly included and approved in the project-specific vendor list, are not yet incorporated into the Rosetti corporate vendor list. This discrepancy arises due to the recent overhaul of the corporate list management database and the subsequent ongoing data migration process, which has not yet been completed. However, all vendors who have been assigned orders are consistently represented in both the project-specific and corporate lists, ensuring no disruption in the procurement process.	Y		4
	1.7	Are technical requirements of products/services to be purchased defined in Supply Specifications and/or Purchase Requisitions?	Verified Supply Specifications for: - H2 vessel, supplied by Brembana & Rolle. - HV Switchgear 66kV, supplied by HYOSUNG.	Y		4
	1.8	Are Request for Quotation (RfQ) documents prepared by Buyers based on Purchase Requisitions and relevant attached documents?	Verified RfQ for: - H2 vessel, HV Switchgear 66kV	Y		4
	1.9	Is there a documented process for preparing RfQs according to project vendors' lists?	Corporate procedure PRO-PRO-02 – rev.2023-00	Y		4
	1.10	Are RfQs prepared in a clear and standardized format to facilitate vendor responses?	RfQs are sent to suppliers with a standardized e-mail.	Y		4
	1.11	Are records maintained for each RfQ, including vendor responses and subsequent actions taken?	The Request for Quotation (RfQ) and its associated documentation are archived by the Project PPC in a dedicated project directory. This archiving ensures access and retrieval of these critical documents, facilitating project management and decision-making processes. The dedicated directory is structured to maintain a record of all RfQ-related materials, enhancing the project's transparency and traceability of procurement activities.	Y		4
	1.12	Is there a documented process for the technical evaluation of bids?	The process is governed by the corporate procedure PURCHASE MANAGEMENT PRO-PRO-02 2023-00. Upon receiving quotations from suppliers, the Buyer inputs the technical and economic proposals into the Athena database for sharing with the Project Specialist (PS). The PS is responsible for uploading the Technical Bid Evaluation (TBE) onto Athena. The TBE for the H2 vessel has been thoroughly reviewed and verified.	Y		4
	1.13	Is the Purchase Order prepared by the Buyer and submitted to the Project Procurement Coordinator (PPC) in accordance with established procedures?	The process is governed by the corporate procedure PURCHASE MANAGEMENT PRO-PRO-02 2023-00. Verified P.O: 1723001756 H2 Vessel 1723001595 GIS	Y		4
	1.14	What reports are issued? How frequently are they released? To whom are they distributed?	The primary document for reporting is the procurement plan 123A90-PML-PRT-PL-00050 Rev.01. This document has been approved under code 1 by CW. The Project Procurement Coordinator (PPC) is responsible for keeping this document up to date and sharing it with the client on a monthly basis. Additionally, it is a topic of discussion during the weekly procurement meetings held every Monday, which are attended by the client. This regular update and discussion ensure transparency and alignment between the project team and the client regarding procurement activities and progress.	Y		4

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DATA AUDIT *Audit date:*	**16/01/2024**	SETTORE VERIFICATO audited dept./function/area	**PROCUREMENT** **DESIGN** **PROJECT MANAGEMENT** **EXPEDITING**	COMPONENTI GRUPPO DI AUDIT *audit team*	**Raffaele Degli Esposti – ROSETTI - Lead Auditor; Andrea Valgiusti – ROSETTI - Auditor** **Dominik Sznajder – CROSSWIND - Observer**
PROGETTO: *project:*	**HOLLANDSE KUST NOORD WIND PARK Project** **BLPHH**	COMMESSA *job nr.*	**123A90**	CLIENTE *client*	**CROSSWIND**

ITEM		PUNTO di VERIFICA Audit checkpoint	RISCONTRI ED EVIDENZE *Findings and evidences*	CONF. *Conf.* *Y / N*	TIPO FINDING Findings Type *RC, NCR, OBS, CAR*	RATING 1 - 5
2		**DESIGN**				**4**
	2.1	Can you provide an overview of the integrated engineering team's composition for this project, including the number of members and their roles?	The team dedicated to the project is detailed in the document 123A90–PM–ORG-001, revision 01. This document provides comprehensive information on the team members, their specific roles. It serves as a key reference for understanding the organizational structure and the allocation of tasks and duties among the project team.	Y		4
	2.2	How can it be assured that it has been fully understood and is actively implementing the design scope outlined in SECTION V of the contract's Scope Description?	At the beginning of the Project, an internal workshop was conducted, involving the design team. During this workshop, the project and its design requirements were presented, along with an overview of the applicable codes and specifications. This session served as a reference for aligning the team's understanding and approach towards the project's objectives, ensuring that everyone was informed about the key aspects and standards that would guide the design process.	Y		4
	2.3	How is it communicated the progress of engineering and design compliance with the CONTRACT to the COMPANY Representative?	Every Tuesday, a meeting is held with the client to discuss matters related to the project's design. The design activities are detailed in the project's overall schedule and are updated and presented to the client on a weekly basis.	Y		4
	2.4	Are the specifications, standards, and international codes mentioned in the contract, Scope Description, Basic Design Engineering Package (K559-2254-PM-PLN-003), and other applicable documents well-known?	See item 2.2.	Y		4
	2.5	Are internal basic design review meeting carried out?	In the overall project schedule, it is planned to conduct model reviews upon reaching 50% and 80% completion of the design activities. We are approaching the 50% milestone As we near the 50% completion mark, preparations for the first model review are underway.	Y		4
	2.6	How Is it managed the preparation, verification, and approval of technical documents?	The activity is conducted in accordance with the instruction IDL-ENG-02 "Preparation, Check And Approval of Technical Documents."	Y		4
	2.7	When software is used for calculations in a document, is it subjected to validation as per instruction IDL-ENG-04 "Software Validation"?	The software used in the design of this project comprises standard applications issued by various software houses, for which the necessary licenses are hold. No internally developed software is being utilized.	Y		4
	2.8	How are interdisciplinary checks conducted for documents with multidisciplinary contents?	The activity is carried out as outlined in the instruction IDL-ENG-07 "Interdisciplinary Verification of Technical Documents". However, a discrepancy has been observed in the flow of control copies. This inconsistency needs to be addressed to ensure that the verification process aligns fully with the established procedures, thereby maintaining the integrity and accuracy of technical document management. Investigating and rectifying this misalignment is essential to uphold the standards of interdisciplinary verification and document control.	N	OBS	4
	2.9	Do PSLs handle archiving of MASTER COPY project documents within their discipline and manage CONTROL COPY documents for interdisciplinary checks?	The Project Specification Leader (PSL) manages the master copy in accordance with the guidelines set forth in the aforementioned instruction.	Y		4
	2.10	Are electronic documents accessible, and do PSLs ensure the correct consultation and archiving of draft documents in the project network?	The Rosetti Fusion Live database system manages the storage and distribution of all project documents. The owners of various documents interface with the Document Controllers to ensure proper management of the documents under their responsibility. This system facilitates document handling, ensuring that all project-related information is archived and accessible to authorized personnel.	Y		4
	2.11	Are Supply Specifications and Material Requisitions prepared, verified, and approved according to the documented process involving Project Specialist (PS), Project Specialist Leader (PSL), and the PEM?	The issuance of supply specifications appears to be in line with the requirements set forth by the corporate procedure. Please also refer to section 1.7 of this checklist for further details.	Y		4
	2.12	How does the management of vendor design documents take place?	The management of vendor documents (not limited to design documents) is handled through Fusion Live (FL), with a controlled flow for document reviews. The individuals responsible for these reviews also act as consolidators of comments received from the CPY.	Y		4
	2.14	How are CPY comments handled?	Feedback and comments are received through the CPY ACONEX database system and then transferred to the FL platform. This process is facilitated by a notification system, which forwards the comments to the designated consolidators (as mentioned in the previous point). These consolidators then undertake a thorough evaluation and processing of the feedback. The PSL and PS assess whether there are any impacts or implications on the design documents issued by Rosetti.	Y		4

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PROGETTO: *project:*	**HOLLANDSE KUST NOORD WIND PARK Project** **BLPHH**	COMMESSA *job nr.*	**123A90**	CLIENTE *client*	**CROSSWIND**

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	2.15	How is the contractual requirement to implement a Technical Integrity Verification (TIV) process managed?	The engineering team is aware of the requirement defined in the contractual document, Technical Integrity Verification Plan No: K559-2254-QM-PLN-00. This document outlines a series of activities that are cross-functional, primarily involving Design and Quality Management. It is noted that the implementation of actions to meet these requirements has not yet commenced. There is the need to initiate the prescribed actions outlined in the plan to ensure compliance with the technical integrity standards set forth in the project's contractual obligations. Prompt attention to this matter is essential to align with the project's quality and design objectives.	N	OBS	4
3		**PROJECT MANAGEMENT**				**4**
	3.1	Is the ROS's Project Organization Chart issued and shared with CPY? Does the chart clearly specify job titles and organization structure? Are KEY PERSONNEL and managerial/senior supervisory personnel clearly identified?	Doc. Nr.: 123A90-PM-ORG-001 rev. 01. The document was shared with CPY and approved.	Y		4
	3.2	Are all correspondences between COMPANY and ROS uniquely numbered? Does ROS maintain an electronic chronological register of all incoming and outgoing correspondence related to the CONTRACT?	Correspondence with CPY is numbered and managed through Fusion Live.	Y		4
	3.3	Are regular meetings between COMPANY and ROS held? Which meetings are in place? Are meeting minutes issued?	There is a coordination meeting with the CPY every week. The leaders of the various disciplines participate in the meeting. MOM is issued and managed by FL and loaded into ACONEX.	Y		4
	3.4	Are discipline-specific meetings involving ROS's team and COMPANY held?	Weekly specific meetings are held for the various disciplines: engineering, quality, procurement, and construction. During these meetings, the participants deal with the topics in detail and specifically. Action lists or MOMs are issued.	Y	OBS	4
	3.5	Has ROS shared with CPY the strategy for subcontracts to be used in the project?	Details of the sub-contracts with the definition of the SOW are included in section 5: Subcontracting Strategy of the document number CONSTRUCTION EXECUTION PLAN 123A90-PML-CON-PL-04000 approved by CPY.	Y		4
	3.6	How are managed TQ & Deviations?	Technical Queries (TQs) are handled in accordance with the criteria outlined in the project specifications. They are documented using a template that has been mutually agreed upon by the customer and management. The process of managing the official response from the company (CPY) is conducted through FL and ACONEX. On a weekly basis, the status of the TQs is reviewed during the coordination meeting with the CPY.	Y		4
	3.7	Has the Project Execution Plan (PEP) received approval from CPY? Has it been distributed to the project team?	The Project Execution Plan (PEP) is at approval code 2. A revision is planned since the initial issuance was prepared and released shortly after the contract was awarded, and some aspects of the project execution had not yet been defined in detail, as they have been now.	Y		4
	3.8	Has an Interface Management Plan been developed and issued? Has the Interface Management Plan been officially approved by CPY?	The issuance of a Project Interface Management Plan is outlined in the Project Execution Plan. The document to be issued is 123A90-PML-PM-PL-00021. As of now, the plan has not been issued.	Y	OBS	4
	3.9	Has an Interface Manager been appointed?	Referring to the project organisation chart, the Project Engineer acts as the Interface Manager.	Y		4
	3.10	Does the Interface Manager effectively facilitate the exchange of all interface information between the CONTRACTOR and third parties?	Their activity has commenced, particularly concerning the CPIs. However, it is not yet structured since the interface plan has not been issued.	Y		4
4		**EXPEDITING**				**4**
	4.1	Has a criticality rating been assigned to each supply/service at the procurement planning stage?	It has been issued the CRITICALITY ASSESSMENT doc. nr. 123A90-PML-PRT-RE-00054. The document is approved in code 1.	Y		4
	4.2	Are the criteria for criticality ratings (technical complexity, operational importance, schedule impact, supplier performance) clearly defined and followed?	The guidelines for determining the criticality rating are outlined in the Corporate Procedure for Criticality Rating Definition, PRO-PRO-03. This criteria has been applied.	Y		4
	4.3	Is the level of the quality surveillance plan defined based on the material and equipment criticality rating?	The aforementioned corporate procedure specifies the inspections to be conducted based on the criticality level.	Y		4
	4.5	Has the supply criticality level been defined by Procurement Service in cooperation with Project Management, Project Engineering Management, and Project Quality Management?	The document was discussed during a dedicated meeting, resulting in the Criticality Assessment.	Y		4
	4.7	Does the Expediting Coordinator appoint an Expediter for each supply to ensure compliance with PO requirements and delivery schedules?	Each supply has a designated expediter. Each expediter is responsible for more than one package. The expediting report, which includes the name of the designated expediter, has been verified.	Y		4

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	4.8	Is there a system for preparing and updating material status reports and issuing them to the Company?	The procurement plan is regularly updated and shared with CW. ROS has submitted an expediting report to CW for feedback.	Y		4
	4.9	Are regular meetings arranged with the Client for review of expediting status?	The status of supplies is also discussed during the weekly procurement meeting.	Y		4
	4.10	Upon final inspection completion, is a Release Note issued for the product?	Release notes (RN) are issued.	Y		4
	4.11	Do the Expediting Coordinator and Supply Quality Lead (SQL) effectively supervise and respond to project supply follow-up activities?	Currently, the activity is carried out by the expediting coordinator. The appointment of a Supply Quality Lead in the project is planned to start in early February.	Y		4
	4.12	Do regular Procurement Meetings with PM and PPM effectively address the progress, challenges, and necessary corrective actions for Purchase Orders and supplies?	The Project Manager (PM) is informed during the internal weekly meeting of any post-order supply issues.	Y		4
	4.13	Are KOM's organized to discuss the SOW of the supply?	Several Kick-Off Meetings (KOM) have already taken place, for example, GIS supply, H2 storage vessels, and Transformers.	Y		4
	4.14	Is a Pre-Inspection Meeting (PIM) organised by the SQL for supplies with specific Criticality Ratings, and does it include the Expediter and Technician as needed?	In the absence of the SQL, the PIMs have been executed and managed by the PQM.	Y		4
	4.15	Is the supply schedule issued by the Vendor regularly reviewed by the Expediter, and shared with the project team?	During expediting visits, the progress of the supply is checked. Any issues are highlighted in the expediting reports, which are uploaded to the corporate database, ATHENA.	Y		4