

Quality Gate Review

Entry, Deliverables & Go / No-Go

Set the criteria before the phase, and capture the go/no-go with an owner, so nothing passes on a nod.



Also available digitally

This checklist can also be completed on a **phone, tablet or PC** in flowdit. Add photos, notes and actions to each item, and generate the report automatically.

Scan to open · flowdit.com

Project / phase		Gate	
Date		Chair	

Entry criteria met	Yes	No	N/A	Notes
Prior phase actions closed				
Required attendees present				
Data and evidence available				

Phase deliverables complete	Yes	No	N/A	Notes
Deliverable 1 signed off				
Deliverable 2 signed off				
Deliverable 3 signed off				
Open risks assessed				

Open items before exit

Severity: C = Critical, M = Major, L = Minor

#	Item	Sev.	Owner	Due	Status
1					
2					
3					
4					
5					
6					

Acceptance decision

Rule: a Critical (C) open item forces a no-go or a conditional go with a firm date.

Decision: ☐ Go ☐ Conditional go ☐ No-go

Gate chair

Project lead

Name / Signature / Date

Name / Signature / Date