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RECORD OF
EXPERIMENTS



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RECORDS OF EXPERIMENTS TEMPLATE

"Experiments involve tests being undertaken to investigate a proposition about something unknown, or the effectiveness of something previously untried. They may take place in a range of settings, from a separate laboratory to a normal production run."

REPORT: R&D Experiment Record	Date:
Project Name:	Compiled by: (Insert personnel name/s)
Project Code:	Innovation Number (if known):
R&D Related Activity	YES/NO

Name of Experiment			
Project Number (if any)		Experiment Location	
Dates of Experiment		Sequence Order	
Purpose of Experiment Relating back to Project Hypothesis			
New Knowledge			
Test Method			
Resources Used During Experiment (Core)			
Staff	Role	Hours	
Asset Item	Asset Number	Reason for Use	Hours of Use
Additional R&D Resources (Supporting)			
Only include where the dominant purpose of using the resource is to support the R&D Experiment as follows:			
Is considered additional to routine activities or			
Is only included due to R&D Experiment or			
Is part of disruption to normal production practices or			
Is contributing to the risk that production outcomes will be significantly compromised			
Staff	Role	Hours	



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