

Template for comments and project leader observations

Date: 05/13/2014	Document: OP1.004	Project:
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Reviewer ¹	Section	Sub-section	Paragraph/ Figure/ Table/	Type of comment ²	Comments	Proposed change	Project leader observations
Donna Howland	Title Page and Page 1	n/a		ge	Should the title have the word "Proposed" in it?		
Donna Howland	2	n/a		ed	ISO 14999. "Optics and Photonics", P should be capitalized.		
Donna Howland	Throughout	n/a		ed	Throughout document some "NOTES" are all capitals and some "Notes" N is only capitalized. Should be consistent.		
Donna Howland	4	4.2.13		ed	Last sentence is "Chris will edit this." This needs to be removed.		
Donna Howland	4	4.1 and 4.2.13 and 4.3 and 4.4 and 4.5 and 4.5.6 and 4.6 and 4.6.1 and 4.6.2 and 4.6.3 and 4.7 and 4.8 and 4.9 and 4.12	n/a	ed	missing colons after section title	Add colons	
Donna Howland	4	4.5.3	n/a	te	should "cZ ₁ ¹ " be "c ₁ Z ₁ ¹ "?		
Donna Howland	4	4.5.3	n/a	ed	Also there are 2 commas	Should be a single comma	
Donna Howland	4	4.5.3	n/s	te	Is vertical tilt aZ ₁ ⁻¹ or aZ ⁻¹ ₁ ? Both are the same? Is that right?		

¹ Enter the reviewer's initials

² **Type of comment:** **ge** = general **te** = technical **ed** = editorial

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Donna Howland	Annex A and Annex B	n/a	n/a	ed	The font size of the titles "Annex A (informative)" and "Annex B (informative)" should be the same.		

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 2 **Type of comment:** **ge** = general **te** = technical **ed** = editorial