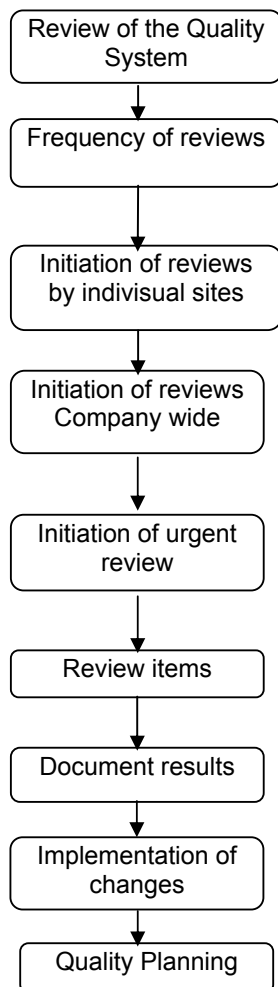


QUALITY PLANNING



	TASK / ACTIVITY	WHO	EXPECTED END RESULT	DOCUMENT / COMMENTS
1	Respond to market changes, internal and external audits and recommendations from Project Teams.	Internal Audit team	Ensure the continued adequacy and effectiveness of all elements within the [REDACTED] Ltd. system.	Minutes of meetings. Audit Reports - Internal and External
2	Site review if issues identified by internal or external audits. Where immediate change is required, a review shall be initiated on a priority basis.	As above	Implementation of fully documented improved processes, corrective and/or preventive actions.	Updated procedure documents on line and also paper based manuals at each site. Audit reports - Internal and External
3	Call a review meeting.	Manager	Review meeting.	Requests to Quality Manager to alter documentation. Respective department to updated documentation & training.
4	Call a review meeting.	Quality Manager	Review all issues that affect the [REDACTED] Ltd. network.	Approval of documentation changes, and recommendations from Improvement Teams. ALL members of Quality Review Committee shall attend.
5	Call a review meeting.	Other members of [REDACTED] Ltd. Management Team	Review of urgent items caused by the marketplace or legislation.	Requests to Quality Manager to alter documentation. Respective department to updated documentation & training.
6	Review all audit results, Customer feedback, Market research Economic situations, Legislation, business methods, or Technology.	As Above	Improvement of processes, corrective and preventive actions taken, customer survey results, O.H.& S. aspects, updating of equipment.	
7	Discuss review items, make decisions and minute all necessary actions.	As Above	Action taken and processes improved.	If no change, documentary evidence shall exist that the review took place.
8	Person responsible for implementing changes to be advised in writing and appropriate action taken by them.	Designated Manager	Internal audits shall verify the implementation and effectiveness of such changes.	Internal audit reports.
9	The quality plan for [REDACTED] Ltd.	Quality Manager	Shows how the requirements for quality will be met.	Plan enables the appropriate training for personnel.