

[Job Scope]	[Job Scope]	[Job Scope]
Kaizen Coordinator Team	Quality & SHE Management Team	Admins Support Unit
Kaizen target items improvement	1) Common rules & practices of Quality &	Support for monthly consolidate reports of QSG and
Kaizen Audit management	SHE set up & apply	GHQ/RHQ
3) Kaizen Award / Activities management	2) Quality & SHE audit activities management	Support activities of Quality & Safety management teams
4) RHQ/GHQ reporting	3) Accident management	Other special project support as time to time request
	4) Safety analysis management	
	5) RHQ/GHQ reporting	
	6) KPI management	