

LIST OF QUALITY MANAGEMENT SYSTEM PROCEDURES - 2018

ISO 9001:2015 Quality Management System (QMS)		Issue No.	Rev. No.	Effective Date
Operations Control Services (OCS)				
OCS-PRO-01	Risk Management Procedure	1	0	01 Mar 2017
OCS-PRO-02	Organization Knowledge Procedure	1	0	01 Mar 2017
OCS-PRO-03	Health, Safety & Environment Procedure	1	0	01 Mar 2017
Engineering Department (ENG)				
ENG-PRO-01	Design & Development Procedure	1	0	01 Mar 2017
ENG-PRO-02	Control of Inspection, Measuring & Testing Equipment Procedure	1	0	01 Mar 2017
Contracts & Purchasing Department (CPD)				
CPD-PRO-01	Tender & Contracts Procedure	1	0	01 Mar 2017
CPD-PRO-02	Material Requisition & Purchasing Procedure	1	0	01 Mar 2017
CPD-PRO-03	Outsourced Vendor Control Procedure	1	0	01 Mar 2017
CPD-PRO-04	Customer Verification of Purchased Products & Services Procedure	1	0	01 Mar 2017
Project Department (PD)				
PD-PRO-01	Project Engineering & Methodology Procedure	1	0	01 Mar 2017
PD-PRO-02	Project Planning Procedure	1	0	01 Mar 2017
PD-PRO-03	M&E Project Installation Works Procedure	1	0	01 Mar 2017
PD-PRO-04	Project Inspection, Testing & Commissioning Procedure	1	0	01 Mar 2017
PD-PRO-05	Stock Control & Transfer of Materials Procedure	1	0	01 Mar 2017
PD-PRO-06	Customer Supplied Materials Handling Procedure	1	0	01 Mar 2017
PD-PRO-07	Project Handover & Demobilization Procedure	1	0	01 Mar 2017
PD-PRO-08	Maintenance Works Procedure	1	0	01 Mar 2017
PD-PRO-09	Method Statement For M&E Projects	1	0	01 Mar 2017
MS-E001	Method Statement For General Electrical Works	1	0	01 Mar 2017
MS-E002	Method Statement For ESD Floor Installation	1	0	01 Mar 2017
MS-E003	Method Statement For Manhole and Underground Cable Laying	1	0	01 Mar 2017
MS-E004	Method Statement For 11kV/33kV Switchgear Installation	1	0	01 Mar 2017
MS-E005	Method Statement For Submain Cabling	1	0	01 Mar 2017
MS-E006	Method Statement For Electrical Board & Panel Installation	1	0	01 Mar 2017
MS-E007	Method Statement For Lighting, Switches & SSOs Installation	1	0	01 Mar 2017
MS-E008	Method Statement For Conduit, Tray, Trunking & Cable Ladder Installation	1	0	01 Mar 2017
MS-E009	Method Statement For Electrical Testing & Commissioning	1	0	01 Mar 2017
MS-E010	Method Statement For Exothermic Welding for Lightning & Earthing System	1	0	01 Mar 2017
MS-E011	Method Statement For Transformer Installation	1	0	01 Mar 2017
MS-E012	Method Statement For Electrical Services Commissioning	1	0	01 Mar 2017
MS-E013	Method Statement For Busway Installation	1	0	01 Mar 2017
MS-E014	Method Statement For Street Lighting LV Cabling Installation	1	0	01 Mar 2017
MS-E015	Method Statement For Street Lighting Pole Installation	1	0	01 Mar 2017
MS-E016	Method Statement For Lock Out Tag Out	1	0	01 Mar 2017
MS-E017	Method Statement For ELV Installation Works	1	0	01 Mar 2017
MS-E018	Method Statement For Genset Start Up & Maintenance	1	0	01 Mar 2017
Human Resources Administration (HRA)				
HRA-PRO-01	Job Descriptions Procedure	1	0	01 Mar 2017
HRA-PRO-02	Recruitment Procedure	1	0	01 Mar 2017
HRA-PRO-03	Awareness, Training & Competency Procedure	1	0	01 Mar 2017
Administration Department (AD)				
AD-PRO-01	Correspondence & Drawings Handling Procedure	1	0	01 Mar 2017
AD-PRO-02	Management Meetings Procedure	1	0	01 Mar 2017
AD-PRO-03	Protected Disclosure Procedure	1	0	01 Mar 2017
AD-PRO-04	Office Equipment Maintenance Procedure	1	0	01 Mar 2017
Quality System Administration (QSA)				
QSA-PRO-01	Control of QMS Documented Information Procedure	1	0	01 Mar 2017
QSA-PRO-02	Customer Satisfaction Procedure	1	0	01 Mar 2017
QSA-PRO-03	Customer Complaints Procedure	1	0	01 Mar 2017
QSA-PRO-04	Internal Quality Audit Procedure	1	0	01 Mar 2017
QSA-PRO-05	Analysis of Data & Process Improvement Action Procedure	1	0	01 Mar 2017
QSA-PRO-06	Corrective Action Procedure	1	0	01 Mar 2017