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Our Ref: OM-QSP/077

28 July 2003

MEMORANDUM

To: Members of the Staff

From: Andrew Loh

REVISED QUALITY MANAGEMENT SYSTEM PROCEDURE (QMSP)

Please note that the following sections in the QMSP has been updated and posted on the Intranet.

Section M7	-	Construction Process Control
Section M8	-	Testing and Commissioning
Section S11	-	Training Control

Details of the changes are in the attached revision schedule.

Andrew Loh

cc TLS/RT/CCG
cc Notice Board
cc ISO File

enc

LCT/hi

BCA
ISO 9000
CERT. NO.: 99/077
SS ISO 9001 : 1994

QMS PROCEDURE
REVISION SCHEDULE

Alpha
Engineering Consultant

Item	Date of Issue	Amendments			Remarks
		Section	Revision	Page(s)	
1	070703	M7	1	10	Clause 5 – Added condition to Site Monitoring
		M8	1	4	Clause 4 – Added condition to Proposals and Programme for Testing and Commissioning
		S6	1	3	Clause 8 – Added condition to Quality Management System Records
		Q4	1	1	Clause 2 – General Revision
2	230703	S11	1	3	(i) Clause 4 – Added condition to Training Evaluation (ii) Added new form S11.D – Training Plan (iii) Form S11.A – General Revision (iv) Form S11.C – General Revision