

<b>YOKOGAWA</b> 	DOCUMENT NUMBER: SNW-QM-002
DOCUMENT TITLE: Quality Manual Usage	

HISTORY LOG				
Rev.	Date	Description of Changes	Originator	Approver
0	31 Mar 11	Initial	Jeffrey Foo	Lee Kock Hin
1	20-Sep-12	Approved	Jeffrey Foo	Lee Kock Hin

**CONTROLLED COPY**  
For document printing,  
please approach QA  
representative

## 1 Summary

This Quality Manual describes Quality Assurance processes at YEI /PSC Solutions Engineering Operations. It is the basis for all Quality Assurance work carried out at Engineering Operations. Quality Assurance work standards are described in the series of documents at this site.

## 2 Target Audience

This Quality Manual is directed at:

- Project engineering staff, responsible for executing projects.
- Department managers, responsible for administration of project engineering environment.
- Customers interested in the manner in which projects are executed and the associated Quality Management System deployed at PSC.

## 3 Usage

This is an electronic manual and shall be read from the server. Only one master copy exists in the engineering server.

All rights reserved. No part of this document may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying and microfilming, without permission, in writing, from the Operations Head, Yokogawa Electric International Pte Ltd.

## 4 Security classification

The information contained in this manual is “confidential”.

## 5 Maintenance

The information contained in the Quality Manual is kept current by the Project Management Office.

The Project Management Office is responsible for:

- Maintenance of the content of this document.
- Setting accessibility for persons authorized to read this document.

## 6 Distribution

This document is accessible by authorized persons in the organization. The accessibility of this document is decided by Ops Head, Project Management Office & Solutions Department Manager. The accessibility of this document is indicated by the folder permission settings in which it resides.

## 7 End of document