

QUALITY LOG								FORM Version: 1.0	
Programme: SPPM				Project: E-commerce website for Caramels and Almonds				PRINCE2	
Ref No	Product	Method	Staff Responsible	Planned Date	Actual Date	Result	No of Action Items	Target Sign-off Date	Actual Sign-off Date
01	Project Plan	Inspection	H.M. Pumudi Herath – Start-up Manager A.S De Silva – Risk Manager R.S Senarathna – Quality Manager	25/06/2023	06/07/2023	Finalized Document under the correct format	2	06/07/2023	06/07/2023
02	Project PID	Inspection	Hasini Jayasekara Vithanage - Scheduling Manager A.S De Silva - Risk Manager R.S Senarathna - Quality Manager	25/06/2023	09/07/2023	Finalized PID under the correct format	2	09/07/2023	09/07/2023
03	Stage Plan	Inspection	A.S De Silva – Risk Manager	04/07/2023	09/07/2023	Finalized Document under the	2	09/07/2023	09/07/2023

*E-commerce website for Caramels and Almonds*

Date: 07 July 2023

			H.M Pumudi Herath – Start- up Manager			correct format			
04	Configuration management plan	Inspection	Hasini Jayasekara Vithanage – Scheduling Manager	03/07/2023	07/07/2023	Finalized Document under the correct format	1	07/07/2023	07/07/2023
05	Exception report	Inspection	Pruthuvi Wijesinghe - Project Manager	03/07/2023	09/07/2023	Finalized Document under the correct format	1	09/07/2023	09/07/2023