

## DEPARTMENT OF SCIENCE AND TECHNOLOGY DOST Regional Office IX

## DOCUMENT CODE DC-03F REVISION NUMBER 2 PAGE NUMBER 1 of 1 EFFECTIVITY DATE 30 June 2023

## **MASTER LIST OF QUALITY RECORDS**

QUALITY RECORD CODE	DESCRIPTION OF RECORD	LOCATION	RESPONSIBLE PERSON	RETENTION PERIOD
FOS-QR-01	Master list of SETUP Projects	FOS-FC15	RJA	5 years after project completion
FOS-QR-02	Master list of GIA Projects	FOS-FC15	RJA	5 years after project completion
FOS-QR-03	List of External Documents	FOS-FC15	RJA	

Prepared by:	Approved by:	
Center Manager, SETUP Operations	Quality Management Representative	