1.0   PURPOSE

To review the suitability and effectiveness of ALLOY TOLL MANAGEMENT SDN. BHD's overall Quality Management System by Top Management and enable timely corrective actions or modifications to be implemented.

2.0   SCOPE

This procedure applies to the review of the Quality Management System and associated functions.

3.0   PROCEDURE

3.1   A review of the Quality Management System shall be carried out as and when necessary, or as otherwise required of effectively manage the system. The review shall be conducted by Top Management and attended by the following personnel :

- Top Management
- Member of the Core Team
- Auditors/Auditee where necessary

In the absence of Top Management, 'Head, Quality, Technical Audit & Overseas Concession Division' will take the responsibility.

3.2   MANAGEMENT REVIEW INPUTS

The input of management review shall include the folowing :

a)   Follow up the status of actions from previous management reviews.

b)   Changes in external and internal issues that are relevant to the quality management system.

c)   Information on the performance and effectiveness of the quality management system, including trends in :
   1)   Customer satisfaction and feedback from relevant interested parties.
   2)   Review of Quality Objectives and Policies.
   3)   Process performance and conformity of products and services.
   4)   Status of nonconformities and corrective action.
   5)   Monitoring and measurement results.
   6)   Results of audits.
   7)   The performance of external providers.

d)   The adequacy of resources.

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e) The effectiveness of actions taken to address risks and opportunities.

f) Recommendation of improvements.

3.3 MANAGEMENT REVIEW OUTPUTS

The outputs from the Management Review (the minutes) shall include decisions and actions related to :-

a) Opportunities for improvement of the effectiveness the quality management system and its processes.

b) Improvement of products and services related to customer requirements, quality, efficiency and products and serviceability on a continual basis.

c) Changes that could effect the quality management system.

d) Resource needs.

Where the minutes identify areas of concern, they shall allocate corrective action, strategies, responsibilties and completion dates. The appointed meeting secretary shall prepare and distribute minutes and reference where necessary to a concerns number for each issue where corrective action is required.

4.0 APPLICABLE CLAUSES

9.3   Management Review

9.3.2   Management Review Inputs

9.3.3   Management Review Outputs

5.0 QUALITY RECORDS

No.	Title of Records	Person In Charge (PIC)	Retention Period (Year)
1	Management Review Programme	QA Dept.	3
2	Management Review Report	DCO	3
3	Management Review Minutes	QA Dept	3

DOCUMENT AMENDMENT REGISTER

NO	DATE	REASON	CHAPTER	VERSION
1	26/05/2000	Initial Release	All	1.1
2	11/06/2002	Procedure updated to be in-line with ISO 9001:2000	All	2.0
3	21/08/2003	Amended : DGM promoted to GM	-	2.1
4	01/11/2005	Procedure updated to be in-line with new format	-	2.2
5	02/01/2008	Document Authorization: Management Representative - DGM	-	2.3
6	16/06/2014	Redesignation of job title from General Manager to Senior Vice President II, Head, Toll Management.	-	2.4
7	15/07/2015	- Re-word the Quality Assurance System to Quality Management System and Senior Management to Top Management	1.0	2.5
		- The Management Review is conducted by Management Representative	3.1	
		- Redesignation of the chairman for Management Review from Group Managing Director to Deputy President & COO	3.1	
		- Clause number changed	4.0	
8	23/03/2018	Procedure updated to be in-line with ISO 9001:2015 Amendment; - Revision No. changes to Version No. as agreed in the 4th ISO New Standard Transition meeting.	All	2.6
		- New format for Quality Records table.	5.0	