



## ACCOMPLISHMENT REPORT FOR 2<sup>nd</sup> QUARTER OF 2020

### I. MONTHLY HIGHLIGHTS

#### APRIL

- Continual assistance in controlling newly approve and revise forms and work instructions. 8 numbers of Forms revised in different department.
- Monitoring of the quality objectives performance monitoring graph per department for the met/unmet goals
- Unmet Quality Objectives percentage rate: 0.18%
- Met Quality Objectives percentage rate: 99.81%

#### MAY

- Continual assistance in controlling newly approve and revise forms and work instructions. 3 numbers of Forms revised in different department.
- Monitoring of the quality objectives performance monitoring graph per department for the met/unmet goals
- Unmet Quality Objectives percentage rate: 0.18%
- Met Quality Objectives percentage rate: 99.81%

#### JUNE

- Continual assistance in controlling newly approve and revise forms and work instructions.
- 23 numbers of Forms revised in different department.
- Monitoring of the quality objectives performance monitoring graph per department for the met/unmet goals
- Unmet Quality Objectives percentage rate: 0.06%
- Met Quality Objectives percentage rate: 99.93%

### II. RECOMMENDATIONS/PLANS

- ISO 9001:2015 Surveillance Audit/target date February 2021.

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