



KITALE NATIONAL POLYTECHNIC



QUALITY MANAGEMENT SYSTEM BASED ON ISO 9001:2015 STANDARD


THE SCOPE OF THE QUALITY MANAGEMENT SYSTEM

KNP/TS/MR/ 02

VERSION: C


REVISION: 1

Authorized by: _____ Principal	Sign: 	Date: <u>25TH OCT 2021</u>
Issued by: _____ Management Representative	Sign: 	Date: <u>25TH OCT 2021</u>

	KITALE NATIONAL POLYTECHNIC QMS BASED ON ISO 9001:2015 STANDARD	Ref: KNP/TS/MR/02		
		Dept	MR	
	Title: THE SCOPE OF QMS	Issue date	25 th October, 2021	
		Version	C	
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RECORD OF CHANGE

NO	DETAILS OF CHANGE	DATE
1.	Expansion of the Polytechnic Scope	01/10/2021
2.		
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CIRCULATION

NAME	COPY NO.
Principal	1.
Deputy Principal Administration	2.
Deputy Principal Academics	3.
Registrar Admissions	4.
Registrar Administration	5.
Dean of students	6.
Management representative	7.
HOD Agriculture	8.
HOD Building and civil engineering	9.
HOD Business	10.
HOD Electrical /electronic	11.
HOD Institutional Management and Hospitality	12.
HOD ICT Academic	13.
HOD Liberal studies	14.
HOD Applied Sciences	15.
HOD Mechanical Engineering	16.
Examinations Officer	17.
Finance Officer	18.
Procurement Officer	19.
HOD Guidance and Counseling	20.
HOD Library	21.
Industrial Liaison Officer	22.
PC Coordinator	23.
Sports Officer	24.

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Development and Maintenance Officer	25.
Career Services Coordinator	26.
External partnerships	27.
Curriculum Development	28.
Security	29.
ODEL	30.
Internal Audit	31.
Driving School	32.
Career Services	33.

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THE SCOPE OF THE QUALITY MANAGEMENT SYSTEM


Considering the external and internal issues, the interested parties and their requirements which have been determined in each department, all requirements as outlined in ISO 9001:2015 standard are applicable to the Polytechnic's Quality Management System.

These requirements are applicable to the following core services offered by the Polytechnic

- a) Business Studies
- b) Mechanical & Automotive.
- c) Mathematics and Applied Science.
- d) Information and Communication Technology
- e) Building and Civil Engineering.
- f) Electrical and electronic
- a) Liberal studies
- b) Hospitality Management
- g) Agriculture
- h) Industrial Liaison Office
- i) Driving School
- j) Quality Assurance
- k) Curriculum Development
- l) ODEL
- m) External Linkages
- n) Career Services
- o) Examinations
- p) Student Welfare

The scope also covers the following support services offered by the Polytechnic

- a) Administration
- b) Internal Audit
- c) Procurement
- d) Finance
- e) Development and Maintenance

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- f) Farm Management
- g) Guidance and counseling
- h) Sports and Entertainment

The services are offered in the following locations

KITALE NATIONAL POLYTECHNIC
 (Along Elgon Road)
 P.O. BOX 2162- 30200 KITALE
 Tel: 020-2380086
 Mobile-0716751525
 Fax: 0202505401
 E-mail: info@kitalenationalpolytechnic.ac.ke, kitalenationalpolytechnic@gmail.com
 Website www.kitalenationalpolytechnic.ac.ke

Signed: 

Date: 25th October 2021