





KITALE NATIONAL POLYTECHNIC

QUALITY MANAGEMENT SYSTEM BASED ON ISO 9001:2015 STANDARD

DEVELOPMENT AND MAINTENANCE DEPARTMENT QUALITY OBJECTIVES

KNP/QO/DMD/04

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

DEVELOPMENT AND MAINTENANCE DEPARTMENT
QUALITY OBJECTIVES

S/NO	Objective	Who will be responsible?	What will be done?	When will it be completed?	What resources will be required?	How will the results be monitored and evaluated?
	<i>State a measurable quality objective addressing any of the dimensions of quality product/service</i>	<i>Give the title of the person to ensure that the quality objective is achieved (the process owner)</i>	<i>State activities to be undertaken to ensure that the quality objective is achieved</i>	<i>For every activity in column 3 indicate when it will be completed</i>	<i>Indicate the resources required to undertake the activities in column 3</i>	<i>Indicate how results will be monitored and evaluated that you've met the quality objective</i>
1.	<i>Ensure that all the projects and drawings are approved and that all the legal procedures are followed before implementation June 2022</i>	<i>Head of Development and maintenance department</i>	<i>Request for the approved budget and approval to start the processes by the principal</i>	<i>First Quarter of Financial Year To the End of Financial Year 2021-2022</i>	<i>Approved budget Iso Standards Service Charter</i>	<i>Check the number of designs and approvals ready for implementation visa vis the approved budget projects.</i>
2.	<i>Ensure that the ongoing works are frequently inspected and every stage and activity is monitored on daily basis</i>	<i>Head of Development and maintenance department</i>	<i>Regular inspections at the sites and regular site meetings</i>	<i>First Quarter of Financial Year To the End of Financial Year 2021- 2022</i>	<i>Human resource, construction experts</i>	<i>Review all the minutes and project files and site instructions and works program</i>
3.	<i>Enhance timely repairs</i>	<i>Head of Development and Maintenance department</i>	<i>Prompt production of repair budgets for approval and provision of maintenance schedules</i>	<i>First Quarter of Financial Year To the End of Financial Year 2021-2022</i>	<i>Funds, Human Resource</i>	<i>Review all requests made to the department visa vis the number that has been completely resolved.</i>

PREPARED BY: Head of Development and Maintenance Department

APPROVED BY: The principal

DATE: 25th October, 2021