





KITALE NATIONAL POLYTECHNIC

QUALITY MANAGEMENT SYSTEM BASED ON ISO 9001:2015 STANDARD

HUMAN RESOURCE QUALITY OBJECTIVES

KNP/QO/HR/04

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

HUMAN RESOURCE DEPARTMENT
QUALITY OBJECTIVES FOR THE FINANCIAL YEAR 2021-2022

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.	Enhance Change in The Working Culture by Developing the Human Resource Planning Policy and Procedure in Line with The Human Resource Policy by June 2022	Head of Human Resource	Human Resource Policies	First Quarter of Financial Year To the End of Financial Year 2022	Human Resource Policy. Iso Standards Service Charter	Review Human Resource Policy and Planning Policy
2.	Enhance by Increasing No of Skilled and Competency Of At least 5 Employee by June 2022	Head of Human Resource	Appraisal TNA Training	First Quarter of Financial Year To the End of Financial Year 2022	Funds, Human Resource, Machine Resource	Review Appraisal Report, Tna Report, Training Report, Schedule Report, Certificates, Attendance List By 30 th June 2022
3.	Enhance on awards to improve the system by 15% to 50% from the end of the financial year 2022	Head of human resource	Human Resource Policies	First Quarter of Financial Year To the End of Financial Year 2022	Funds, Human Resource, Machine Resource	Review Human Resource Policy and Planning Policy

PREPARED BY: Head of Human Resource

APPROVED BY: The principal

DATE: 25th October 2021