

**QMS Awareness Examination**



Name	MA. JOSEPHA G. IGORIA	Position	CSR	Department	
Immediate Superior		Date	MARCH 19, 2024	Score	27/30
<b>Test I. Instructions:</b> Answer the questions in the spaces provided for.					

1. What is the name of the Seminar?

Quality Management System

2. What are the two clauses mentioned under the scope of our Management System that is not covered in our QMS?

(1.) Clause 8.3 Design and development of products and services are not covered because the organization does not do any design and development process. (2.) Clause 7.1.5 Monitoring and measuring resources is not covered because the organization uses any monitoring or measuring resources to verify the conformity of products and services to requirements.

3. What are the seven (7) Quality Policy of iPloy that were mentioned in the seminar?

- (1) Customer focus: made a commitment to understand our current and future customers' needs.
- (2) Leadership: Top Management has committed to creating and maintaining a working environment.
- (3) Engagement of people: recognize that people are the essence of any good business.
- (4) Process approach: understand that the desired result is achieved more efficiently when activities and related resources are managed.
- (5) Improvement: committed to achieving continual improvement across all aspects.
- (6) Evidence-based decision making: committed to only make decisions relating to QMS.
- (7) Relationship management: recognizes that an organization and the relationship it has with its external providers.

4. In your current role, how can you contribute to ensure that the Quality Policy is implemented?

I believe that a responsible employee would follow all the Quality Policy and that's what I will do to contribute with the implementation of the Quality Policy.

5. In your opinion, why is it important to have a Quality Policy in the Organization?

To improve the company and employees for the better of the company in the long run. Also, to meet the requirements of other interested parties and in meeting our social, environmental, charitable, regulatory, and legislative responsibilities.

**Test II.** Fill-in the blanks. Find the answers from the words listed below:

Top Management      people      interconnected processes      Commitment  
 external providers      QMS      continual improvement

1. As an organization, we have made a Commitment to understand our current and future customers' needs; meet their requirements and strive to exceed their expectations.

**QMS Awareness Examination**

2. We have committed to achieving continual improvement across all aspects of our quality management system; it is one of our main annual objectives.
3. As an organization, we recognize that people are the essence of any good business and that their full involvement enables their abilities to be used for our benefit.
4. Our Top Management has committed to creating and maintaining a working environment in which people become fully involved in achieving our objectives.
5. As an organization, we understand that the desired result is achieved more efficiently when activities and related resources are managed as a process or series of interconnected processes.
6. IPLOY, OPC recognizes that an organization and the relationship it has with its external providers are interdependent and a mutually beneficial relationship enhances the ability of both to create value.
7. As an organization, we have committed to only make decisions relating to our QMS following an analysis of relevant data and information.

**Test III. Matching Type. Match Column A with Column B.**

7

**Column A**

**Column B**

1. As an organization, we understand that the desired result is achieved more efficiently when activities and related resources are managed as a process or series of interconnected processes.
2. As an organization, we have made a commitment to understand our current and future customers' needs; meet their requirements and strive to exceed their expectations.
3. IPLOY, OPC recognizes that an organization and the relationship it has with its external providers are interdependent and a mutually beneficial relationship enhances the ability of both to create value.
4. Our Top Management has committed to creating and maintaining a working environment in which people become fully involved in achieving our objectives.
5. As an organization, we have committed to only make decisions relating to our QMS following an analysis of relevant data and information.
6. We have committed to achieving continual improvement across all aspects of our quality management system; it is one of our main annual objectives.
7. As an organization, we recognize that people are the essence of any good business and that their full involvement enables their abilities to be used for our benefit.

- a. Evidence-based decision making
- b. Process approach
- c. Improvement
- d. Engagement of people
- e. Leadership
- f. Customer focus
- g. Relationship management