

**QMS Awareness Examination**



|                    |              |          |          |            |       |
|--------------------|--------------|----------|----------|------------|-------|
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| Immediate Superior |              | Date     | 05/22/29 | Score      | 20/20 |

**Test I. Instructions:** 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?

Clause 8.3 Design and development of products & services not covered  
Clause 7.1.5 Monitoring & measuring is not covered

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

- Customer focus: a commitment to understand our current & future customer's needs
- Leadership: creating & maintaining a working environment
- Engagement of people: recognizes that people are the essence of any good business
- Process approach: the desired result is achieved more efficiently when activities & related resources are managed.
- Improvement: achieving continual improvement
- Evidence-based decision making: only making decisions relating to our QMS
- Relationship management: organization & the relationship it has w/ its external providers are interdependent.

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

To ensure that the Quality Policy is implemented, we must first examine our performance as an employee and make sure we act accordingly and perform accordingly that aligns with the policy.

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

Quality Policy is one of the foundations that builds and values a company or organization. It is one way to ensure that the mission and vision of the organization is achieved.

**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.

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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.**

Column A

Column B

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| <p>7</p> <p>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.</p> <p>f 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.</p> <p>g 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.</p> <p>e 4. Our Top Management has committed to creating and maintaining a working environment in which people become fully involved in achieving our objectives.</p> <p>a 5. As an organization, we have committed to only make decisions relating to our QMS following an analysis of relevant data and information.</p> <p>c 6. We have committed to achieving continual improvement across all aspects of our quality management system; it is one of our main annual objectives.</p> <p>d 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.</p> | <ul style="list-style-type: none"> <li>• a. Evidence-based decision making</li> <li>• b. Process approach</li> <li>• c. Improvement</li> <li>• d. Engagement of people</li> <li>• e. Leadership</li> <li>• f. Customer focus</li> <li>• g. Relationship management</li> </ul> |
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