
Monitoring & Measurement

1.0 Purpose

This document describes how to identify the monitoring and / or measurement methods for the key processes operated by LGL in order to achieve the company objective.

2.0 Introduction

2.1 **Quality Manager**, supported by relevant site staff, is responsible to ensure this procedure to be implemented and maintained.

3.0 Process Input Requirement

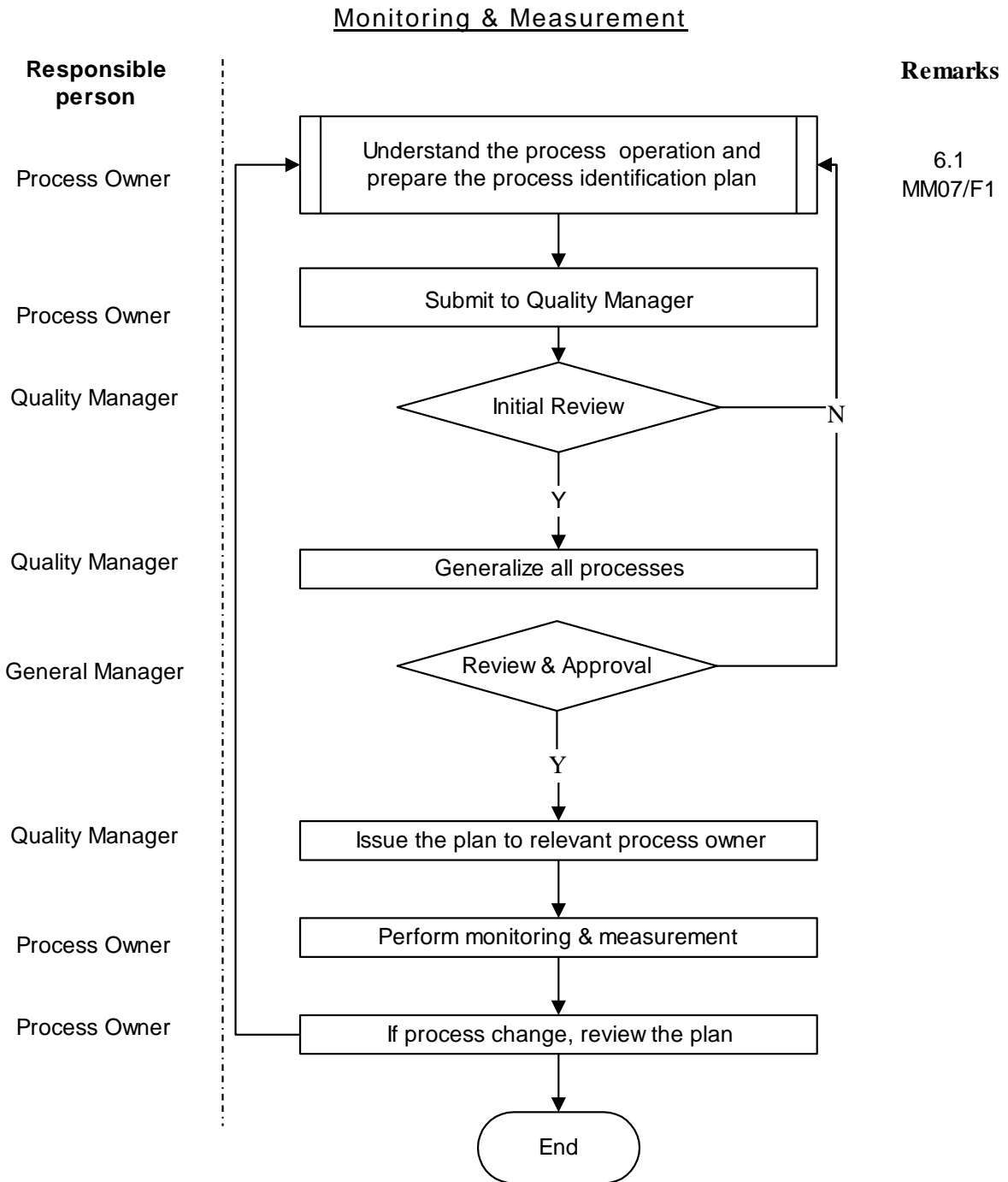
3.1 **Process Owner** must be familiar with their process operation.

4.0 Relevant document

Nil

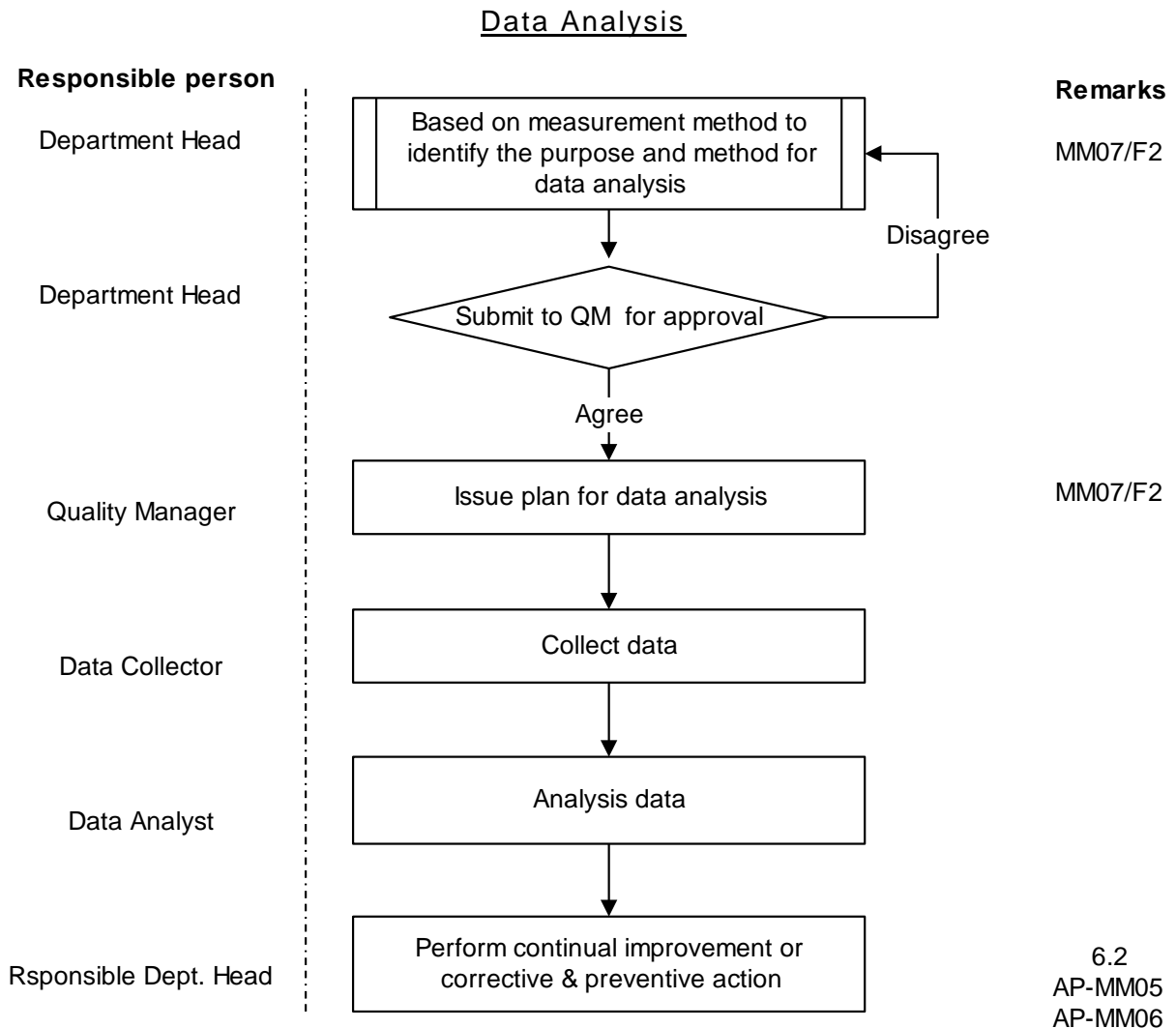
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5.0 Procedure (Flowchart)



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5.0 Procedure (Flowchart)



6.0 Remarks

- 6.1 The **Process Owner** should prepare the plan by the following steps:
- Process purpose
 - Process input to operate
 - Process output (result/product/record)
 - Process/product key point/characteristics
 - How to monitor such key point & characteristics
 - Can it be measured for effectiveness

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7.0 Record

Record	Form No.	Responsible person	Minimum Retention Period	Filing Index
Process Identification Plan	MM07/F1	Quality Manager/ relevant dept.	3 years	By date
Data Analysis Plan	MM07/F2			
Relevant Data Analysis	--	Relevant Dept.		