

2.3 Contractors Quality System: Tender Stage

2.3.1 Quality Related Documents Required

Al Faniah shall submit, with their Tender Documents, a general or corporate Quality Programme based on its proposed application to the Tendered scope of work in conjunction with Tender Conditions. These data include:

1. An organigram of the proposed CONTRACTOR'S Project Management Team showing authoritative and functional reporting of personnel responsible for Quality Activities,
2. CV's of the proposed staff that will be used on the Project,
3. A list of proposed SUB-CONTRACTORS and their intended activity,
4. A typical Project Quality Plan as used on similar projects,
5. Confirmation of Certification or working in compliance with an International Quality Standard.
6. If Certified or in compliance with another scheme
7. A list of applicable specialist procedures which will be used to control the tendered Work which are appropriate to the CONTRACTORS business process.

2.4 Resources

2.4.1 Purpose & Scope: This is to ensure identification of and subsequent availability of adequate resources in terms of trained personnel, equipments, and systems and procedures to carry out activities like inspection, test and monitor of the processes and the system audit.

2.4.2 Responsibility: The prime responsibility lies with the Project Manager who shall be supported by the Construction Managers. The Project Manager shall prepare separate planning schedules and monitors the requirement and deployment of resources. General Manager, in the management review meeting, shall ratify the resources review done by the Project Manager.

QA/QC POLICY

2.4.3 Method: Immediately after procurement of work order from the Contractor, Project Manager shall prepare a Project Budget, which gives both Work Plan and Resource Plan. This gives details of requirement of all types of resources in different stages of the Project, i.e. from Mobilization to execution to completion and final handover of the project to Client. All concerned departmental/sectional heads of the project shall inform through proper channel, their inadequacy of resources and personnel to the Project Manager for his information and necessary action in the Site Weekly Meeting or as and when required. Project Manager after review shall place the same to Al Faniah Management for review and necessary action.

2.5 Management Representative

The General Manager has been appointed as the Management Representative with respect to the Quality Assurance Systems and shall be responsible for implementation, operation, maintenance and effectiveness of this Quality Assurance System.

The Management Representative, irrespective of other responsibilities, shall have defined authority for:

- a. Ensuring that this Quality System is established implemented and maintained in accordance with the requirements
- b. Reporting on the performance of the Quality System to the Management for review and a basis for improvement of the Quality system.

2.6 Management Review

The Management Review is aimed at ensuring the Continuing suitability, compliance and effectiveness of the existing documented Quality Assurance Systems on the basis of the Internal Quality Audit Findings, Client Feedback, quality of the work, resource availability etc. as felt necessary by the Management is satisfying the requirements of Quality Policy and its