

**PhilEXIM 2014-2015 Quality Management System Plan & Updates  
 (Aligned to ISO 9001:2008)**

<b>Stage</b>	<b>Milestone/Outcome</b>	<b>Indicator</b>	<b>Timeline</b>	<b>Status</b>
Initial Briefing of the PhilEXIM Employees:	<ul style="list-style-type: none"> <li>o An Overview of the QMS and its Advantages</li> <li>o Appraise selected employees/representatives from various departments on the scope of QMS-ISO and the Agency's goal of achieving an ISO Certification</li> </ul>	No. of participants briefed. - 31	March 2014	Done.  Done.
Establishing a Core Unit for the development of the QMS-ISO in the Agency	<ul style="list-style-type: none"> <li>o Create a Corporate Governance Office that will implement the Agency's initiative towards QMS Plan.</li> </ul>	Established a Corporate Governance Office. One of its functions is to undertake action plans for the implementation of the QMS aligned with ISO 9001:2008	Oct -Nov 2014	Done.
Developing awareness on ISO 9001:2008 QMS/GSMS and Requirements	<ul style="list-style-type: none"> <li>o Created the QMS-ISO Team</li> <li>o Consultant is hired to assist the Agency in its initiatives and plans toward obtaining its ISO Certification</li> <li>o The QMS Management and employees has an in-depth understanding of the QMS requirements, principles, applications and leadership commitment</li> </ul>	<p>QMS ISO Team and QMR identified</p> <p>Procurement of the services of an ISO-QMS Consultant</p> <p>No. of management and employees oriented. - 52 employees</p>	1 <sup>st</sup> Q 2015	Done.  Done.  Done.
Training/Workshop on ISO 9001:2008 QMS/GQMS Documentation	<ul style="list-style-type: none"> <li>o The QMS Core Team is organized and trained for the QMS documentation</li> </ul>	No. of participants trained. - 23 employees	2 <sup>nd</sup> Q 2015	Done.

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Establishing the QMS	<ul style="list-style-type: none"> <li>○ GAP Assessment on the Needs of the Clients and Stakeholders</li> </ul>	Current System Analysis	3rd- 4th Q 2015	Done.
	<ul style="list-style-type: none"> <li>○ Training/Workshop on ISO 9001:2008- Setting Quality Objectives and Monitoring &amp; Measurement</li> </ul>	No. of participants trained. -23 employees		Done.
	<ul style="list-style-type: none"> <li>○ Establish Quality Policy &amp; Objectives of the Organization</li> </ul>	-Approved quality scope, quality policy and objectives		Done.
	<ul style="list-style-type: none"> <li>○ Identify Processes &amp; Responsibilities to attain objectives</li> </ul>	-Approved QMS structure and Business Process map		Done.
	<ul style="list-style-type: none"> <li>○ Formulate Plans &amp; Identify Resources to attain objectives</li> </ul>	-Approved departmental key performance targets and indicators		Done.
	<ul style="list-style-type: none"> <li>○ Establish Methods to Measure Process</li> </ul>	-Approved performance measurement and monitoring methods		Done.