

FUNCTIONAL QUALITY OBJECTIVE RISK ASSESSMENT MATRIX
PREVENTIVE MAINTENANCE OF VEHICLE

Department: Administrative Staff

Section: Transport Management Section

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QUALITY OBJECTIVE	CONTEXT (functional / process)		RISK DEFINITION - Potential Problem, Failure or Uncertainty	POTENTIAL EFFECT(S) / CONSEQUENCES	CONTROL MEASURES	RISK ASSESSMENT				Control / Management Plan (RCP / OMP)	RISK RE-ASSESSMENT				RCP / OMP
	Positive Issues	Negative Issues				IMPACT	LIKELIHOOD	RATING	Significant?		IMPACT	LIKELIHOOD	RATING	Significant?	
90% accuracy and timeliness of implementation of the Motor Vehicle Preventive Maintenance Plan	Adequate stocks of supplies and materials maintained; short time-cycle in processing the Purchase Request (PR) / Purchase Order (PO). Highly skilled and experienced Mechanic	Stock quantities easily deplete due to increased demand. No reordering quantities (stock levels are very minimal)	Incomplete or inaccurate specifications in PIs	Delay in the implementation of the Plan	Thorough review of specifications. Continuous training of canvassers/ buyers	3	3	9	No	n/a	3	3	9	No	n/a
						R	Rejection by client and subsequent replacement may delay the Plan	Service units are available everytime	4	2	8	No	n/a	4	2
Constant monitoring of stocks. On-time material delivery results to timely installation of parts/materials			Constant monitoring of stocks. On-time material delivery results to timely installation of parts/materials	Timely implementation of the Plan	Constant follow-up and monitoring	3	3	6	No	n/a	3	2	6	No	n/a
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Requested by: 
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