



**The Inspection Technology and  
Quality Assurance National Institute**

# **PLANNING OBJECTIVES**

**ITQAN-MP-05**

**According to ISO 9001:2015 requirement**

**ITQAN Institute**



## PLANNING OBJECTIVES

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## PLANNING OBJECTIVES

### 1. PURPOSE

To establish clear and measurable objectives at specific levels and activities within the Inspection Technology and Quality Assurance National Institute (ITQAN), ensuring focused direction and purpose.

### 2. SCOPE

Containing all business processes, functions, and departments throughout the Inspection Technology and Quality Assurance National Institute (ITQAN), guaranteeing comprehensive alignment of objectives.

### 3. RESPONSIBILITIES

The establishment and alignment of objectives within ITQAN are the joint responsibilities of the Management Representative, Health, Safety, and Environment (HSE) team members, and department/unit heads. This includes the creation of objectives as well as the review of all Integrated Management System (IMS) objectives across all levels within ITQAN. Effective collaboration and communication among these responsible parties are vital in ensuring the relevance and success of the established objectives.

### 4. PROCEDURE

#### 4.1. Determining Objectives

- The Management Representative, Health & Safety, and Environment (HSE) team members are responsible for ensuring the establishment of Quality, Safety, Health, and Environmental (QHSE) objectives at specific levels and activities within the Inspection Technology and Quality Assurance National Institute (ITQAN).
- The Management Representative and HSE team members shall formulate SMART (Specific, Measurable, Achievable, Realistic, and Time-bound) objectives that comprehensively cover the entire range of business process.
- Objectives must address the following considerations:
  - ❖ Elimination and minimization of risks to employees and third parties exposed to risks associated with ITQAN activities.
  - ❖ Implementation, maintenance, and continuous improvement of the Integrated Management System (IMS).
  - ❖ Assurance of conformance with the stated Integrated Management System (IMS) policy.
  - ❖ Pursuit of certification/registration for the system by an external organization.
- QHSE objectives should be formulated on an annual basis.

#### 4.2. Reviewing Objectives

- The Management Representative is responsible for reviewing the action plan and assessing its implementation.
- QHSE objectives can be updated as needed based on the review findings.

#### 4.3. Approving & Implementing Objectives:

- QHSE objectives require approval by the Managing Director before implementation.
- Institution's employees shall be notified of the approved QHSE objectives for proper implementation.

#### 4.4. Issuing New Objective

- Regular monitoring activities should be conducted to track progress and identify areas for improvement.
- Issue documentation outlining the safe methods of work and the necessary control measures.

### 5. ASSOCIATED DOCUMENTS

- QHSE-IMS Objective Monitoring Record (ITQAN/MR/12)