

WG4 - <Quality System Audit>

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Proposed Work Plan 2012 - 2014

Priority	Work Item	Deliverables	Action Plan and Timeline	Status
1	Finalizing the group documents to be published under the AHWP logo.	Official AHWP Guidance Documents for Auditing.	<ul style="list-style-type: none"> - Documents will be posted under "Call for Comment" as "Proposed Final document. - Re-formatting under AHWP logo in 2012 	Under process
2	Training of AHWP Guidance Documents for member economies.	Training or workshop for member economies to be familiar with guidance.	<ul style="list-style-type: none"> • 2012-2014. 	
3	Development for auditing guidance for importers & distributors	Official AHWP Auditing Guidance for Importers/Distributors.	<ul style="list-style-type: none"> • Investigation of references in 2012-2013. • Development of guidance for I&D in 2013 -2014. • Finalizing in 2014. 	

Detailed Work Plan

	Tasks	2012	2013	2014	Status
1	Identify the work items.	Q1			Done
2	Develop survey format.	Q2-Q3			Under process
3	Training at annual official AHWP meeting	Q4	Q4	Q4	
4	Identify the preliminary resources for developed guidance	Q4			
5	Analysis the survey result.		Q1-Q2		
6	Gathering & reviewing references		Q1-Q3		
7	Guidance 1 st draft		Q4	Q1	
8	Distribute among ME for feedback			Q2	
9	Proposed Final documents			Q3	
10	Format the documents under AHWP logo			Q4	
11	Training at annual official AHWP meeting.			Q4	