

Master List/Matrix/Table

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Processes	Quality Objectives	Key Performance Indicators	Targets
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1. Purchasing Control	To achieve effectiveness in payment process.	Number of days payment made.	Within 13 working days.
	To achieve efficiency in cash handling process.	Number of days cash being deposited into bank.	Above RM2,500 to be bank in on the same day and if the cash is received after 2pm it will be bank in the next working day.
2. Re-evaluation of Existing Supplier/Contractors	To achieve efficiency in re-evaluating the existing Suppliers/Contractors with contract value of RM100,000.00 and above and ensure suppliers provide products/services that meet specified performance requirements.	Percentage of suppliers whose overall performance score exceeds 6.	More than 80% of the supplier's overall performance must achieve a total score above 6.
3. Selection and Evaluation of New Supplier/Contractor	To achieve effectiveness in selecting the Supplier/Contractor prior to the acquisition of the goods/services/works.	Percentage of supplier/contractor selection process that meet quotation/tender committee approval on the first proposal	Minimum 85% of supplier/contractor selection processes meet quotation/tender committee approval on the first proposal

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