

# Management Review Report

## Viamed

**Role: Production Processes**

**Report Date:** 14 May 2026

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### Index

1. Production Processes (ID #26)
2. **Conclusion / Executive Summary**

### Task Completion History - Colour Key

*Colour coding in the 'Days to Complete' column reflects performance, not formal sign-off status (some auto-issue tasks never receive formal investigation sign-off).*

<b>Green</b>	Completed in 14 days or less (good)
<b>Yellow</b>	Completed in 15 - 60 days (acceptable)
<b>Orange</b>	Completed in over 60 days (slow)
<b>Red</b>	Outstanding - not yet completed (age shown)

### Role: Production Processes (ID #26)

**Reports To:** Warehouse Team Leader ? Director 1 (Derek) ? Managing Director ? Share Holder

**Assigned Employees:** Philip Crossley, Michael Green, Philip Crossley, Philip Crossley, Philip Crossley, Michael Green, Michael Green, Michael Green

**Processes Assigned:** 9 (9 active, 0 responsibility-only)

#### Role Risk Indicators - Production Processes

- **9** linked processes
- No overdue rolling tasks
- **2** processes with only one trained user
- **1** processes missing measurable objective
- **3** processes with no audit configured

#### Dependency / Single-Point-of-Failure Risk

- Derek Lamb linked to 78% (7 of 9) of role processes - single point of failure risk
- 2 process(es) have only 1 trained employee - no backup coverage

#### Process ID #7737 — Production In Production List

**Last Reviewed:** 02 Apr 2026 by Helen Lamb

**Process Maturity (6 of 6 - 100%)**

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Viamed - Production Processes

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Measure	Status
Has Risk Assessment	Yes
Has Audit	Yes
Has Measurable Objective	Yes
Has Backup Staff	Yes
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

### Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	Production List	Derek Lamb 30 Aug 2017
<b>Outputs to the Process</b>	A list of items that have not gone through QA.	Derek Lamb 30 Aug 2017
<b>Risks to the Process</b>	Production jobs is finished but not been QA, may get lost in the system	Derek Lamb 30 Aug 2017
<b>Steps to Minimise Process Risks</b>	Audit is carried out after rolling issue is sent	Derek Lamb 30 Aug 2017
<b>Scope / Definition of Process / Objective</b>	Review the Production List, check and list those items that were started more than 30 days ago have not been through QA. Audit is carried out and production is reviewed and chased at this point.	Derek Lamb 30 Aug 2017
<b>Likelihood of Risk (1-5)</b>	2.Remote	Helen Lamb 13 Nov 2021
<b>Severity of Risk (1-5)</b>	2.Minor	Derek Lamb 30 Aug 2017
<b>Measurable Objective</b>	List any production jobs started more 30 Days ago. and List any production jobs which QA date is more 30 Days ago.	Derek Lamb 01 Aug 2018
<b>Training Method Required</b>	Hands on Learning from experienced staff	Helen Lamb 01 Oct 2019
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Derek Lamb 23 Oct 2020
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Helen Lamb 23 Oct 2020
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=2, Severity=2)	

### Linked ISO Sections

- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO9001:2015: 4.4.1
- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO9001:2015: 8.5.1
- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO9001:2015: 8.5.2
- Quality Management System Route Map to Documents and Procedures VST Ltd ISO9001:2015+A1: 8.5.1
- Quality Management System Route Map to Documents and Procedures VST Ltd ISO9001:2015+A1: 8.5.2

### Interested Parties

- Customer
- Internal Systems
- VST OEM Customers
- VST OEM Customers

### Linked Companies

- Viamed
- VST

### Trained Staff (5)

- Jonathan Connor (trained by Derek Lamb)
- Derek Lamb (trained by Derek Lamb)
- Catherine Spence (trained by Derek Lamb)

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Viamed - Production Processes

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- Steve Nixon (trained by Derek Lamb)
- Helen Lamb (trained by Derek Lamb)

### Associated Documents

- Audit 15 Production Viamed (Doc ID: 191692)
- Audit 15 Production VST (Doc ID: 159457)
- VOP 08 Production, Reworks, New Production (Doc ID: 215250)

### Rolling Task #556

**Subject:** Production In Production List

**Target User:** Derek Lamb

**Recurrence:** 1 Month(s) 0 Week(s) 0 Day(s)

**Notes:**

System Generated Task To be Completed

List any production jobs started more 30 Days ago.

List any production jobs which QA date is more 30 Days ago.

### Rolling Audit #557

**Subject:** Production In Production List

**Target User:** Helen Lamb

**Recurrence:** 3 Month(s) 0 Week(s) 0 Day(s)

**Notes:**

System Generated

\*\*\* AUDIT \*\*\* Ensure the Task is being Completed

### Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
396156	Production In Production List (556)	01 May 2026	07 May 2026	6 days	Derek Lamb
393291	Production In Production List (557)	01 Apr 2026	09 Apr 2026	8 days	Helen Lamb
393290	Production In Production List (556)	01 Apr 2026	02 Apr 2026	1 day	Derek Lamb
390453	Production In Production List (556)	02 Mar 2026	05 Mar 2026	3 days	Derek Lamb
387459	Production In Production List (556)	02 Feb 2026	05 Feb 2026	3 days	Derek Lamb
384670	Production In Production List (557)	01 Jan 2026	08 Jan 2026	7 days	Helen Lamb
384669	Production In Production List (556)	01 Jan 2026	08 Jan 2026	7 days	Derek Lamb
382161	Production In Production List (556)	01 Dec 2025	11 Dec 2025	10 days	Derek Lamb
379664	Production In Production List (556)	03 Nov 2025	06 Nov 2025	3 days	Derek Lamb

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376723	Production In Production List (557)	01 Oct 2025	09 Oct 2025	8 days	Helen Lamb
376722	Production In Production List (556)	01 Oct 2025	02 Oct 2025	1 day	Derek Lamb
374007	Production In Production List (556)	01 Sep 2025	04 Sep 2025	3 days	Derek Lamb
371451	Production In Production List (556)	01 Aug 2025	05 Aug 2025	4 days	Derek Lamb
368475	Production In Production List (557)	01 Jul 2025	03 Jul 2025	2 days	Helen Lamb
368474	Production In Production List (556)	01 Jul 2025	03 Jul 2025	2 days	Derek Lamb
365808	Production In Production List (556)	02 Jun 2025	05 Jun 2025	3 days	Derek Lamb
362980	Production In Production List (556)	01 May 2025	15 May 2025	14 days	Derek Lamb
360173	Production In Production List (557)	01 Apr 2025	07 Apr 2025	6 days	Helen Lamb
360172	Production In Production List (556)	01 Apr 2025	17 Apr 2025	16 days	Derek Lamb
357111	Production In Production List (556)	03 Mar 2025	27 Mar 2025	24 days	Derek Lamb

#### Process ID #8064 — Production Of JJCCR Cables

**Last Reviewed:** 28 Jul 2025 by Helen Lamb

#### Process Maturity (4 of 6 - 67%)

Measure	Status
Has Risk Assessment	Yes
Has Audit	No
Has Measurable Objective	Yes
Has Backup Staff	No
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

#### Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	cable components production list	Helen Lamb 03 Jan 2024
<b>Outputs to the Process</b>	completed cables correct level of cables produced	Helen Lamb 03 Jan 2024
<b>Risks to the Process</b>	that we do not have enough cables produced for JJ-CCR orders	Helen Lamb 03 Jan 2024
<b>Steps to Minimise Process Risks</b>	regular issues and production list	Helen Lamb 03 Jan 2024
<b>Scope / Definition of Process / Objective</b>	Production of JJCCR Cables	Helen Lamb 03 Jan 2024
<b>Likelihood of Risk (1-5)</b>	1.Improbable	Helen Lamb 03 Jan 2024
<b>Severity of Risk (1-5)</b>	1.Negligible	Helen Lamb 03 Jan 2024

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Viamed - Production Processes

<b>Measurable Objective</b>	That JJCCR Cables are being produced or are in Production	Helen Lamb 03 Jan 2024
<b>Training Method Required</b>	Procedural , Required Reading and Hands on	Helen Lamb 03 Jan 2024
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Helen Lamb 03 Jan 2024
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Helen Lamb 03 Jan 2024
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=1, Severity=1)	

### Interested Parties

- Internal Systems
- Customer

### Linked Companies

- VST

### Trained Staff (1)

- Catherine Spence (trained by Helen Lamb)

### Associated Documents

- Audit 15 Production Viamed (Doc ID: 191692)
- Audit 15 Production VST (Doc ID: 159457)
- VOP 08 Production, Reworks, New Production (Doc ID: 215250)

### Rolling Task #1199

**Subject:** Production of JJCCR Cables

**Target User:** Catherine Spence

**Recurrence:** 0 Month(s) 2 Week(s) 0 Day(s)

### Notes:

System Generated

Check stock of JJ-CCR cable and produce new stock if needed. Aim to keep at least 800 in stock

### Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
396356	Production of JJCCR Cables (1199)	04 May 2026	06 May 2026	2 days	Catherine Spence
395019	Production of JJCCR Cables (1199)	20 Apr 2026	21 Apr 2026	1 day	Catherine Spence
393646	Production of JJCCR Cables (1199)	06 Apr 2026	07 Apr 2026	1 day	Catherine Spence
392508	Production of JJCCR Cables (1199)	23 Mar 2026	23 Mar 2026	0 days	Catherine Spence
391162	Production of JJCCR Cables (1199)	09 Mar 2026	09 Mar 2026	0 days	Catherine Spence
389739	Production of JJCCR Cables (1199)	23 Feb 2026	23 Feb 2026	0 days	Catherine Spence
388340	Production of	09 Feb 2026	09 Feb 2026	0 days	Catherine Spence

## Management Review

### Viamed - Production Processes

Process ID	Description	Start Date	End Date	Duration	Owner
386879	JJCCR Cables (1199) Production of JJCCR Cables (1199)	26 Jan 2026	26 Jan 2026	0 days	Catherine Spence
385638	JJCCR Cables (1199) Production of JJCCR Cables (1199)	12 Jan 2026	12 Jan 2026	0 days	Catherine Spence
384405	JJCCR Cables (1199) Production of JJCCR Cables (1199)	29 Dec 2025	31 Dec 2025	2 days	Catherine Spence
383465	JJCCR Cables (1199) Production of JJCCR Cables (1199)	15 Dec 2025	15 Dec 2025	0 days	Catherine Spence
382203	JJCCR Cables (1199) Production of JJCCR Cables (1199)	01 Dec 2025	08 Dec 2025	7 days	Catherine Spence
381025	JJCCR Cables (1199) Production of JJCCR Cables (1199)	17 Nov 2025	18 Nov 2025	1 day	Catherine Spence
379718	JJCCR Cables (1199) Production of JJCCR Cables (1199)	03 Nov 2025	03 Nov 2025	0 days	Catherine Spence
378543	JJCCR Cables (1199) Production of JJCCR Cables (1199)	20 Oct 2025	20 Oct 2025	0 days	Catherine Spence
377197	JJCCR Cables (1199) Production of JJCCR Cables (1199)	06 Oct 2025	07 Oct 2025	1 day	Catherine Spence
375888	JJCCR Cables (1199) Production of JJCCR Cables (1199)	22 Sep 2025	23 Sep 2025	1 day	Catherine Spence
374776	JJCCR Cables (1199) Production of JJCCR Cables (1199)	08 Sep 2025	09 Sep 2025	1 day	Catherine Spence
373517	JJCCR Cables (1199) Production of JJCCR Cables (1199)	25 Aug 2025	25 Aug 2025	0 days	Catherine Spence
372279	JJCCR Cables (1199) Production of JJCCR Cables (1199)	11 Aug 2025	14 Aug 2025	3 days	Catherine Spence

### Process ID #8122 — Production Processes Review

**Last Reviewed:** 14 May 2026 by Derek Lamb

#### Process Maturity (3 of 6 - 50%)

Measure	Status
Has Risk Assessment	Yes
Has Audit	No
Has Measurable Objective	No
Has Backup Staff	No
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

#### Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>		
<b>Outputs to the Process</b>		

# Management Review

Viamed - Production Processes

## Risks to the Process

### Steps to Minimise Process Risks

#### Scope / Definition of Process / Objective

New Process as of 14 / 05 / 2026.Roles Titles Processes and Procedures ADMIN ViamedEnd column of Production Processes Responsibilitys ReviewPrint to PDF,

#### Likelihood of Risk (1-5)

#### Severity of Risk (1-5)

#### Measurable Objective

#### Training Method Required

#### Verification / Effectiveness

#### Covid / Pandemic Notes

#### Risk / Benefit Report

#### HSE Implications

#### Calculated Risk Code

**NEEDS SETTING** (Frequency=0, Severity=0)

## Linked ISO Sections

- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO13485:2016: 8.2.5
- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO13485:2016: 8.5

## Interested Parties

- ISO Auditing Bodies
- Internal Systems

## Linked Companies

- Viamed

## Trained Staff (1)

- Derek Lamb (trained by Derek Lamb)

## Associated Documents

- management reviews - Roles Reviews (Doc ID: 220072)

## Rolling Task #1342

**Subject:** Production Processes Review

**Target User:** Derek Lamb

**Recurrence:** 1 Month(s) 0 Week(s) 0 Day(s)

### Notes:

System GeneratedTask To be Completed Roles Titles Processes and Procedures ADMIN Viamed End column of Production Processes Responsibilitys Review Print to PDF,

## Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
397377	Production Processes Review (1342)	14 May 2026		Outstanding (0 days)	Derek Lamb

Process ID #7736 — Production Start Job List

# Management Review

Viamed - Production Processes

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**Last Reviewed:** 28 Jul 2025 by Helen Lamb

## Process Maturity (6 of 6 - 100%)

Measure	Status
Has Risk Assessment	Yes
Has Audit	Yes
Has Measurable Objective	Yes
Has Backup Staff	Yes
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

## Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	A production job with a procedure to follow when it is produced. List of components needed.	Derek Lamb 30 Aug 2017
<b>Outputs to the Process</b>	A production job that will produce a stock item as per its procedure.	Derek Lamb 30 Aug 2017
<b>Risks to the Process</b>	That a job will be carried out without a procedure.	Derek Lamb 30 Aug 2017
<b>Steps to Minimise Process Risks</b>	Intrastats prevents jobs from being started with out a valid procedure available.	Derek Lamb 30 Aug 2017
<b>Scope / Definition of Process / Objective</b>	When a new production is needed we the production job to the list of procedures. Check to make sure that every new job has a procedure linked to it.	Derek Lamb 30 Aug 2017
<b>Likelihood of Risk (1-5)</b>	2.Remote	Derek Lamb 12 Nov 2021
<b>Severity of Risk (1-5)</b>	2.Minor	Derek Lamb 12 Nov 2021
<b>Measurable Objective</b>	Check top to jobs in the start job listclick the linkthere should be procedures for the item in the document index	Derek Lamb 04 Oct 2018
<b>Training Method Required</b>	Hands on Learning from experienced staff	Helen Lamb 01 Oct 2019
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Derek Lamb 23 Oct 2020
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Derek Lamb 23 Oct 2020
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=2, Severity=2)	

## Linked ISO Sections

- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO9001:2015: 4.4.1
- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO9001:2015: 8.5.1
- Quality Management System Route Map to Documents and Procedures VST Ltd ISO9001:2015+A1: 8.5.1

## Interested Parties

- Internal Systems
- Customer
- VST OEM Customers
- VST OEM Customers
- VST OEM Customers

## Linked Companies

- Viamed
- Vandagraph
- VST

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Viamed - Production Processes

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## Trained Staff (3)

- Jonathan Connor (trained by Derek Lamb)
- Derek Lamb (trained by Derek Lamb)
- Catherine Spence (trained by Derek Lamb)

## Associated Documents

- Audit 15 Production Viamed (Doc ID: 191692)
- Audit 15 Production VST (Doc ID: 159457)
- VOP 08 Production, Reworks, New Production (Doc ID: 215250)

## Rolling Task #553

**Subject:** Production Start Job List

**Target User:** Catherine Spence

**Recurrence:** 1 Month(s) 0 Week(s) 0 Day(s)

### Notes:

System Generated

Task To be Completed

Review the Start Job List,

Click each part number and checked the production is linked to the production build procedures.

List and that are not linked

## Rolling Audit #554

**Subject:** Production Start Job List

**Target User:** Derek Lamb

**Recurrence:** 3 Month(s) 0 Week(s) 0 Day(s)

### Notes:

System Generated\*\*\* AUDIT \*\*\* Enure the Task is being Completed

## Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
396388	Production Start Job List (553)	05 May 2026	14 May 2026	9 days	Catherine Spence
393609	Production Start Job List (553)	06 Apr 2026	16 Apr 2026	10 days	Catherine Spence
393531	Production Start Job List (554)	03 Apr 2026	09 Apr 2026	6 days	Derek Lamb
390892	Production Start Job List (553)	05 Mar 2026	16 Mar 2026	11 days	Catherine Spence
387879	Production Start Job List (553)	05 Feb 2026	10 Feb 2026	5 days	Catherine Spence
384954	Production Start Job List (554)	05 Jan 2026	08 Jan 2026	3 days	Derek Lamb
384953	Production Start Job List (553)	05 Jan 2026	23 Jan 2026	18 days	Catherine Spence
382693	Production Start Job List (553)	05 Dec 2025	11 Dec 2025	6 days	Catherine Spence
380063	Production Start Job List (553)	05 Nov 2025	20 Nov 2025	15 days	Catherine Spence
377158	Production Start Job List (553)	06 Oct 2025	16 Oct 2025	10 days	Catherine Spence
377018	Production Start Job List (554)	03 Oct 2025	09 Oct 2025	6 days	Derek Lamb
374630	Production Start	05 Sep 2025	12 Sep 2025	7 days	Catherine Spence

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371777	Job List (553) Production Start	05 Aug 2025	28 Aug 2025	23 days	Catherine Spence
369057	Job List (553) Production Start	07 Jul 2025	10 Jul 2025	3 days	Catherine Spence
368743	Job List (553) Production Start	03 Jul 2025	10 Jul 2025	7 days	Derek Lamb
366241	Job List (554) Production Start	05 Jun 2025	19 Jun 2025	14 days	Catherine Spence
363231	Job List (553) Production Start	05 May 2025	08 May 2025	3 days	Catherine Spence
360772	Job List (553) Production Start	07 Apr 2025	14 Apr 2025	7 days	Catherine Spence
360503	Job List (554) Production Start	03 Apr 2025	17 Apr 2025	14 days	Derek Lamb
357488	Job List (553) Production Start	05 Mar 2025	13 Mar 2025	8 days	Catherine Spence

### Process ID #7738 — Production Statistics

Last Reviewed: 07 Apr 2026 by Helen Lamb

#### Process Maturity (6 of 6 - 100%)

Measure	Status
Has Risk Assessment	Yes
Has Audit	Yes
Has Measurable Objective	Yes
Has Backup Staff	Yes
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

#### Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	In Production List	Derek Lamb 03 Sep 2016
<b>Outputs to the Process</b>	Task Issue	Derek Lamb 03 Sep 2016
<b>Risks to the Process</b>	No procedure	Derek Lamb 30 Aug 2017
<b>Steps to Minimise Process Risks</b>	It is a simple checking list, no procedure is required as all required information is in the Task.	Derek Lamb 30 Aug 2017
<b>Scope / Definition of Process / Objective</b>	Production Review, Identify any production jobs taking a long amount of time	Derek Lamb 03 Sep 2016
<b>Likelihood of Risk (1-5)</b>	3.Occasional	Derek Lamb 30 Aug 2017
<b>Severity of Risk (1-5)</b>	1.Negligible	Derek Lamb 30 Aug 2017
<b>Measurable Objective</b>	Ensure the task is being carried out	Derek Lamb 04 Oct 2018
<b>Training Method Required</b>	Hands on Learning from experienced staff	Helen Lamb 01 Oct 2019
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Derek Lamb 23 Oct 2020
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Helen Lamb 23 Oct 2020
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=3, Severity=1)	

#### Linked ISO Sections

- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO9001:2015: 4.4.1
- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO9001:2015: 8.5

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- Quality Management System Route Map to Documents and Procedures VST Ltd ISO9001:2015+A1: 8.5

## Interested Parties

- Internal Systems
- Customer
- ISO Auditing Bodies
- VST OEM Customers

## Linked Companies

- VST
- Viamed
- Vandagraph

## Trained Staff (3)

- Jonathan Connor (trained by Derek Lamb)
- Derek Lamb (trained by Derek Lamb)
- Helen Lamb (trained by Derek Lamb)

## Associated Documents

- Audit 15 Production Viamed (Doc ID: 191692)
- Audit 15 Production VST (Doc ID: 159457)
- VOP 08 Production, Reworks, New Production (Doc ID: 215250)

## Rolling Task #551

**Subject:** Production Statistics

**Target User:** Derek Lamb

**Recurrence:** 1 Month(s) 0 Week(s) 0 Day(s)

### Notes:

System Generated

Task To be Completed

Review recent 30-40 Days completed Production runs,

Check the last 3 Completed runs.

1. Check the pick parts (Audit Button) against the previous builds pick parts and the production procedure.  
List any where the quantities dont match

2. Check QA is performed by a different person to whom productioned it

List production jobs any where Days to complete are greater than 30 Days.

## Rolling Audit #552

**Subject:** Production Statistics

**Target User:** Helen Lamb

**Recurrence:** 3 Month(s) 0 Week(s) 0 Day(s)

### Notes:

System Generated

\*\*\* AUDIT \*\*\* Enure the Task is being Completed

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### Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
396387	Production Statistics (551)	05 May 2026	07 May 2026	2 days	Derek Lamb
393608	Production Statistics (551)	06 Apr 2026	09 Apr 2026	3 days	Derek Lamb
393530	Production Statistics (552)	03 Apr 2026	09 Apr 2026	6 days	Helen Lamb
390891	Production Statistics (551)	05 Mar 2026	06 Mar 2026	1 day	Derek Lamb
387878	Production Statistics (551)	05 Feb 2026	10 Feb 2026	5 days	Derek Lamb
384952	Production Statistics (552)	05 Jan 2026	08 Jan 2026	3 days	Helen Lamb
384951	Production Statistics (551)	05 Jan 2026	08 Jan 2026	3 days	Derek Lamb
382692	Production Statistics (551)	05 Dec 2025	11 Dec 2025	6 days	Derek Lamb
380062	Production Statistics (551)	05 Nov 2025	06 Nov 2025	1 day	Derek Lamb
377157	Production Statistics (551)	06 Oct 2025	09 Oct 2025	3 days	Derek Lamb
377017	Production Statistics (552)	03 Oct 2025	09 Oct 2025	6 days	Helen Lamb
374629	Production Statistics (551)	05 Sep 2025	12 Sep 2025	7 days	Derek Lamb
371776	Production Statistics (551)	05 Aug 2025	07 Aug 2025	2 days	Derek Lamb
369056	Production Statistics (551)	07 Jul 2025	10 Jul 2025	3 days	Derek Lamb
368742	Production Statistics (552)	03 Jul 2025	03 Jul 2025	0 days	Helen Lamb
366240	Production Statistics (551)	05 Jun 2025	12 Jun 2025	7 days	Derek Lamb
363230	Production Statistics (551)	05 May 2025	15 May 2025	10 days	Derek Lamb
360771	Production Statistics (551)	07 Apr 2025	07 Apr 2025	0 days	Derek Lamb
360502	Production Statistics (552)	03 Apr 2025	14 Apr 2025	11 days	Helen Lamb
357487	Production Statistics (551)	05 Mar 2025	13 Mar 2025	8 days	Derek Lamb

### Process ID #7940 — Review The Tom Thumb Grease Date

**Last Reviewed:** 20 Nov 2025 by Derek Lamb

### Process Maturity (6 of 6 - 100%)

Measure	Status
Has Risk Assessment	Yes
Has Audit	Yes
Has Measurable Objective	Yes
Has Backup Staff	Yes
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

### Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	Greasesupplierdata sheetpurchase	Helen Lamb 18 Sep 2019

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<b>Outputs to the Process</b>	order	Helen Lamb 18 Sep 2019
<b>Risks to the Process</b>	issue and task that the grease will go beyond the date we say it should be disposed of	Helen Lamb 18 Sep 2019
<b>Steps to Minimise Process Risks</b>	regular issues and rolling audits	Helen Lamb 09 Oct 2019
<b>Scope / Definition of Process / Objective</b>	To check the date of the grease used in the production and servicing of the Tom Thumb. To see if it needs to be removed. Look at date purchased then add 4 years to the date. Dispose of this when it goes beyond this date.	Helen Lamb 18 Sep 2019
<b>Likelihood of Risk (1-5)</b>	1.Improbable	Helen Lamb 18 Sep 2019
<b>Severity of Risk (1-5)</b>	1.Negligible	Helen Lamb 18 Sep 2019
<b>Measurable Objective</b>	Check the issue and dates. Has this been disposed of when out of date.	Helen Lamb 18 Sep 2019
<b>Training Method Required</b>	Hands on Learning from experienced staff	Helen Lamb 02 Nov 2021
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Derek Lamb 23 Oct 2020
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Helen Lamb 23 Oct 2020
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=1, Severity=1)	

### Interested Parties

- Internal Systems

### Linked Companies

- Viamed

### Trained Staff (4)

- Derek Lamb (trained by Helen Lamb)
- Helen Lamb (trained by Helen Lamb)
- Philip Crossley (trained by Helen Lamb)
- Michael Green (trained by Helen Lamb)

### Associated Documents

- Audit 07 Handling and Storage Viamed (Doc ID: 184932)
- Audit 07 Handling and Storage VST (Doc ID: 159441)
- VOP 09 Repairs and Servicing (Doc ID: 137919)

### Rolling Task #1003

**Subject:** Review The Tom Thumb Grease Date

**Target User:** Helen Lamb

**Recurrence:** 12 Month(s) 0 Week(s) 0 Day(s)

#### Notes:

System Generated Task To be Completed

Check the grease used in the production and service of the Tom Thumb is within its life span

Grease needs to be disposed of 4 years from the date of purchase.

### Rolling Audit #1004

**Subject:** Review The Tom Thumb Grease Date

# Management Review

Viamed - Production Processes

**Target User:** Derek Lamb

**Recurrence:** 12 Month(s) 0 Week(s) 0 Day(s)

**Notes:**

System Generated Task To be Completed

To check the date of the grease used in the production and servicing of the Tom Thumb. To see if it needs to be removed. Look at date purchased then add 4 years to the date. Dispose of this when it goes beyond this date.

**Task Completion History (Last 2 Years, Max 20 Items)**

ID	Subject	Created	Completed	Days to Complete	Investigated By
381339	Review The Tom Thumb Grease Date (1004)	20 Nov 2025	21 Nov 2025	1 day	Derek Lamb
377715	Review The Tom Thumb Grease Date (1003)	10 Oct 2025	10 Oct 2025	0 days	Helen Lamb
347458	Review The Tom Thumb Grease Date (1004)	20 Nov 2024	22 Nov 2024	2 days	Philip Crossley
343515	Review The Tom Thumb Grease Date (1003)	10 Oct 2024	25 Oct 2024	15 days	Helen Lamb

**Process ID #7944 — Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST**

**Last Reviewed:** 25 Nov 2025 by Helen Lamb

**Process Maturity (6 of 6 - 100%)**

Measure	Status
Has Risk Assessment	Yes
Has Audit	Yes
Has Measurable Objective	Yes
Has Backup Staff	Yes
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

**Risk Assessment**

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	Sealant, Glues, Greases, Sprays, Gases And Tapes supplier data sheet purchase order	Helen Lamb 09 Oct 2019
<b>Outputs to the Process</b>	issue and task	Helen Lamb 09 Oct 2019
<b>Risks to the Process</b>	Sealant, Glues, Greases, Sprays, Gases And Tapes will go beyond the date we say it should be disposed of	Helen Lamb 09 Oct 2019
<b>Steps to Minimise Process Risks</b>	regular issues and rolling audits	Helen Lamb 09 Oct 2019
<b>Scope / Definition of Process / Objective</b>	To check the use by date or manufacturers life span, of any Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST. To see if it needs to be disposed of. Dispose of and where needed re order new, when it goes beyond this date.	Helen Lamb 09 Oct 2019
<b>Likelihood of Risk (1-5)</b>	1.Improbable	Helen Lamb 09 Oct 2019
<b>Severity of Risk (1-5)</b>	1.Negligible	Helen Lamb 09 Oct 2019
<b>Measurable Objective</b>	Check the issue and dates. Have this been disposed of when out of date.	Helen Lamb 09 Oct 2019

## Management Review

Viamed - Production Processes

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<b>Training Method Required</b>	Hands on Learning from experienced staff	Helen Lamb 04 May 2022
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Derek Lamb 23 Oct 2020
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Helen Lamb 23 Oct 2020
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=1, Severity=1)	

### Linked ISO Sections

- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO13485:2016: 7.5.10

### Interested Parties

- Internal Systems
- Supplier

### Linked Companies

- Viamed
- VST
- Vandagraph

### Trained Staff (4)

- Derek Lamb (trained by Helen Lamb)
- Helen Lamb (trained by Helen Lamb)
- Michael Green (trained by Helen Lamb)
- Philip Crossley (trained by Helen Lamb)

### Associated Documents

- Audit 07 Handling and Storage Viamed (Doc ID: 184932)
- Audit 07 Handling and Storage VST (Doc ID: 159441)
- VOP 07 Stock Control, Handling, Control of Labelling, Storage, Movement (Doc ID: 137933)

### Rolling Task #1011

**Subject:** Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST

**Target User:** Michael Green

**Recurrence:** 6 Month(s) 0 Week(s) 0 Day(s)

#### Notes:

System Generated

Task To be Completed

Check the use by date or manufacturers life span, of any Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST. To see if it needs to be disposed of.

Dispose of and where needed re order new, when it goes beyond this date.

Check everything has a Data Sheets.

### Rolling Audit #1012

**Subject:** Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST

**Target User:** Helen Lamb

**Recurrence:** 12 Month(s) 0 Week(s) 0 Day(s)

# Management Review

Viamed - Production Processes

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### Notes:

System Generated

Task To be Completed To check the use by date or manufacturers life span, of any Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST. To see if it needs to be disposed of. Dispose of and where needed re order new, when it goes beyond this date. Sealant, Glues, Greases, Sprays, Gases And Tapesupplierdata sheetpurchase order

### Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
385348	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1011)	08 Jan 2026	20 Jan 2026	12 days	Michael Green
381708	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1012)	25 Nov 2025	27 Nov 2025	2 days	Helen Lamb
369203	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1011)	08 Jul 2025	22 Jul 2025	14 days	Michael Green
351562	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1011)	08 Jan 2025	24 Jan 2025	16 days	Michael Green
347795	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1012)	25 Nov 2024	12 Dec 2024	17 days	Helen Lamb
334624	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1011)	08 Jul 2024	26 Jul 2024	18 days	Michael Green

**Process ID #8060 — Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST Phils Issue**

# Management Review

Viamed - Production Processes

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**Last Reviewed:** 28 Jul 2025 by Helen Lamb

## Process Maturity (5 of 6 - 83%)

Measure	Status
Has Risk Assessment	Yes
Has Audit	No
Has Measurable Objective	Yes
Has Backup Staff	Yes
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

## Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	Sealant, Glues, Greases, Sprays, Gases And Tapesupplierdata sheetpurchase order	Helen Lamb 03 Jan 2024
<b>Outputs to the Process</b>	issue and task	Helen Lamb 03 Jan 2024
<b>Risks to the Process</b>	Sealant, Glues, Greases, Sprays, Gases And Tapes will go beyond the date we say it should be disposed of	Helen Lamb 03 Jan 2024
<b>Steps to Minimise Process Risks</b>	regular issues and rolling audits	Helen Lamb 03 Jan 2024
<b>Scope / Definition of Process / Objective</b>	To check the use by date or manufacturers life span, of any Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST. To see if it needs to be disposed of. Dispose of and where needed re order new, when it goes beyond this date.	Helen Lamb 03 Jan 2024
<b>Likelihood of Risk (1-5)</b>	1.Improbable	Helen Lamb 03 Jan 2024
<b>Severity of Risk (1-5)</b>	1.Negligible	Helen Lamb 03 Jan 2024
<b>Measurable Objective</b>	Check the issue and dates. Have this been disposed of when out of date.	Helen Lamb 03 Jan 2024
<b>Training Method Required</b>	Hands on Learning from experienced staff	Helen Lamb 03 Jan 2024
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Helen Lamb 03 Jan 2024
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Helen Lamb 03 Jan 2024
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=1, Severity=1)	

## Linked ISO Sections

- Quality Management System Route Map to Documents and Procedures Viamed Ltd ISO13485:2016: 7.5.10

## Interested Parties

- Internal Systems
- Supplier

## Linked Companies

- Viamed
- VST
- Vandagraph

## Trained Staff (3)

- Helen Lamb (trained by Helen Lamb)
- Michael Green (trained by Helen Lamb)

## Management Review

Viamed - Production Processes

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- Philip Crossley (trained by Helen Lamb)

### Associated Documents

- Audit 07 Handling and Storage Viamed (Doc ID: 184932)
- Audit 07 Handling and Storage VST (Doc ID: 159441)
- VOP 07 Stock Control, Handling, Control of Labelling, Storage, Movement (Doc ID: 137933)

### Rolling Task #1010

**Subject:** Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST

**Target User:** Philip Crossley

**Recurrence:** 3 Month(s) 0 Week(s) 0 Day(s)

#### Notes:

System Generated Task To be Completed

Check the use by date or manufacturers life span, of any Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST. To see if it needs to be disposed of.

Dispose of and where needed re order new, when it goes beyond this date.

Check everything has a Data Sheets.

### Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
393906	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1010)	08 Apr 2026	27 Apr 2026	19 days	Philip Crossley
385347	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1010)	08 Jan 2026	12 Jan 2026	4 days	Philip Crossley
377464	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1010)	08 Oct 2025	31 Oct 2025	23 days	Philip Crossley
369202	Sealant, Glues, Greases, Sprays, Gases And Tapes You Use In Production, Service And Repairs For Viamed And VST (1010)	08 Jul 2025	11 Jul 2025	3 days	Philip Crossley
360927	Sealant, Glues, Greases, Sprays, Gases And Tapes	08 Apr 2025	17 Apr 2025	9 days	Philip Crossley

# Management Review

## Viamed - Production Processes

351561	You Use In Production, Service And Repairs For Viamed And VST (1010) Sealant, Glues, Greases, Sprays, Gases And Tapes	08 Jan 2025	13 Jan 2025	5 days	Philip Crossley
343235	You Use In Production, Service And Repairs For Viamed And VST (1010) Sealant, Glues, Greases, Sprays, Gases And Tapes	08 Oct 2024	09 Oct 2024	1 day	Philip Crossley
334622	You Use In Production, Service And Repairs For Viamed And VST (1010) Sealant, Glues, Greases, Sprays, Gases And Tapes	08 Jul 2024	19 Jul 2024	11 days	Philip Crossley

### Process ID #8000 — Verification Production Paperwork

Last Reviewed: 02 Apr 2026 by Derek Lamb

#### Process Maturity (6 of 6 - 100%)

Measure	Status
Has Risk Assessment	Yes
Has Audit	Yes
Has Measurable Objective	Yes
Has Backup Staff	Yes
Reviewed <12 Months	Yes
Recent Completion Evidence	Yes

#### Risk Assessment

Risk Item	Notes / Value	Last Updated
<b>Input to the Process</b>	ProductionIntrastats production	Helen Lamb 04 May 2022
<b>Outputs to the Process</b>	Completed production that is fully barcoded and passed through QA	Helen Lamb 04 May 2022
<b>Risks to the Process</b>	Barcodes could be missedthe wrong production job is carried out	Helen Lamb 04 May 2022
<b>Steps to Minimise Process Risks</b>	regular reviews and checks. Stock cannot be moved or shipped out with out a barcode and a completed QA record.	Helen Lamb 04 May 2022
<b>Scope / Definition of Process / Objective</b>	Verify all production jobs have correct paperwork in the ductet with the production job	Derek Lamb 08 Feb 2022
<b>Likelihood of Risk (1-5)</b>	1.Improbable	Helen Lamb 04 May 2022
<b>Severity of Risk (1-5)</b>	2.Minor	Helen Lamb 04 May 2022
<b>Measurable Objective</b>	Production jobs will all have paperwork	Helen Lamb 04 May 2022

# Management Review

Viamed - Production Processes

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<b>Training Method Required</b>	in with them. Hands on Learning from experienced staff	Helen Lamb 04 May 2022
<b>Verification / Effectiveness</b>	This task is verified for effectiveness during internal rolling audit issues.	Helen Lamb 04 May 2022
<b>Covid / Pandemic Notes</b>	This process is not affected by Covid 19 or other extreme national or international circumstance / crisis.	Helen Lamb 04 May 2022
<b>Risk / Benefit Report</b>	No Action	Helen Lamb 28 Jul 2025
<b>HSE Implications</b>	No health and safety implications	Helen Lamb 28 Jul 2025
<b>Calculated Risk Code</b>	<b>No Action</b> (Frequency=1, Severity=2)	

### Interested Parties

- Internal Systems

### Linked Companies

- VST
- Viamed
- Vandagraph

### Trained Staff (3)

- Derek Lamb (trained by Derek Lamb)
- Helen Lamb (trained by Derek Lamb)
- Robert Connor (trained by Derek Lamb)

### Associated Documents

- Audit 15 Production Viamed (Doc ID: 191692)
- Audit 15 Production VST (Doc ID: 159457)
- VOP 08 Production, Reworks, New Production (Doc ID: 215250)

### Rolling Task #1145

**Subject:** Verification Production Paperwork  
**Target User:** Robert Connor  
**Recurrence:** 12 Month(s) 0 Week(s) 0 Day(s)

**Notes:**  
System GeneratedTask To be Completed

Review the in production list,  
verify all jobs have correct paperwork in the ducket

### Rolling Audit #1146

**Subject:** Verification Production Paperwork  
**Target User:** Derek Lamb  
**Recurrence:** 12 Month(s) 0 Week(s) 0 Day(s)

**Notes:**  
System GeneratedTask To be Completed Verify all production jobs have correct paperwork in the ducket with the production job

### Task Completion History (Last 2 Years, Max 20 Items)

ID	Subject	Created	Completed	Days to Complete	Investigated By
393325	Verification Production Paperwork (1146)	01 Apr 2026	09 Apr 2026	8 days	Derek Lamb
388337	Verification Production	09 Feb 2026	10 Feb 2026	1 day	Robert Connor

## Management Review

Viamed - Production Processes

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360207	Paperwork (1145) Verification Production	01 Apr 2025	07 Apr 2025	6 days	Derek Lamb
355070	Paperwork (1146) Verification Production Paperwork (1145)	10 Feb 2025	13 Feb 2025	3 days	Robert Connor

## Conclusion / Executive Summary

*Auto-calculated summary of findings across the report.*

### Coverage

- 1 roles reviewed
- 9 active processes reviewed

### Key Risks

- No critical risks detected.

### Overdue Reviews

- All processes reviewed within last 24 months

### Dependency Warnings

- [Production Processes] Derek Lamb linked to 78% (7 of 9) of role processes - single point of failure risk

### Missing Audits

- 3 process(es) with no audit configured (excluding responsibility-only)

### Missing Measurable Objectives

- 1 process(es) missing measurable objective

### Trained Staff Coverage

- 2 process(es) with only one trained user (no backup)

### Process Maturity Overview

- 1 of 9 processes (11%) scored below 4 of 6 maturity checks

### Per-Role Risk Indicator Summary

Role	Processes	Overdue	>24mo Review	Solo Trained	No Trained	Missing Obj	No Audit
Production Processes	9	0	0	2	0	1	3

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End of Management Review Report - Viamed