

S+AS LIMITED

Systems Design, Integration
Installation and Commissioning
of Digital Uplinks for Voice
Fax, Data and Audio networks

Quality Records

This document lists all the documents and forms which, when complete, are considered to be evidence of quality and are essential to the running of the business.

General

- ! Project Tracking Sheet

Project File

- ! Quotation
- ! Purchase Order
- ! Order Acknowledgment
- ! Shipment Airwaybill
- ! Correspondence
- ! Commercial Invoice
- ! Invoice
- ! Credit Note
- ! Payment Advice

Accounts File

- ! Company Profile
- ! Statements
- ! Reminder Letters
- ! Accounting Correspondence
- ! Bank Transfers