	MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE		
	Master List of Forms		
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1. Document Control and Master Lists


S. No	Document Code	Title
1	EOMS-MITS/FRM/ MLD/01	Master List of Documents
2	EOMS-MITS/FRM/ MLR/02	Master List of Records
3	EOMS-MITS/FRM/ MLED/03	Master List of External Documents
4	EOMS-MITS/FRM/ MLF/04	Master List of Formats
5	EOMS-MITS/FRM/ DEO/05	Document of External Origin
6	EOMS-MITS/FRM/ CN/06	Change Note
7	EOMS-MITS/FRM/ ILG/07	Issue Log Register

2. Personnel and Competency Records

S. No	Document Code	Title
8	EOMS-MITS/FRM/ PRF/08	Personnel Records of Faculty – Internal and External
9	EOMS-MITS/FRM/FRF/09	Faculty Registration Form
10	EOMS-MITS/FRM/JD/10	Job Description
11	EOMS-MITS/FRM/CC/11	Competence Chart
12	EOMS-MITS/FRM/SM/12	Skill Matrix
13	EOMS-MITS/FRM/SCRA/13	Staff Competency Review and Assessment

3. Code of Conduct and Training

S. No	Document Code	Title
14	EOMS-MITS/FRM/CCFI/14	Code of Conduct for Faculty – Internal
15	EOMS-MITS/FRM/CCFE/15	Code of Conduct for Faculty – External
16	EOMS-MITS/FRM/TC/16	Training Calendar
17	EOMS-MITS/FRM/TR/17	Training Report
18	EOMS-MITS/FRM/ITR/18	Induction Training Report
19	EOMS-MITS/FRM/TRC/19	Training Room Checklist
20	EOMS-MITS/FRM/TNAR/20	Training Needs Analysis Report
21	EOMS-MITS/FRM/TER/21	Trainee Evaluation Report

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4. Admission and Learner Feedback


S. No	Document Code	Title
22	EOMS-MITS/FRM/AFC/22	Admission Form – College
23	EOMS-MITS/FRM/LFF/23	Learner's Feedback Form
24	EOMS-MITS/FRM/AF/24	Analysis of Feedback
25	EOMS-MITS/FRM/PEL/25	Performance Evaluation of Learners
26	EOMS-MITS/FRM/CCFF/26	Customer Complaint Feedback Form
27	EOMS-MITS/FRM/CCR/27	Customer Complaint Register
28	EOMS-MITS/FRM/CAR/28	Complaints and Appeals Report
29	EOMS-MITS/FRM/CILF/29	Customer Inquiry Log Form

5. Curriculum and Course Management

S. No	Document Code	Title
30	EOMS-MITS/FRM/CCD/30	Course Curriculum Design
31	EOMS-MITS/FRM/CCV/31	Course Curriculum Verification
32	EOMS-MITS/FRM/CCRF/32	Curriculum Change Request Form
33	EOMS-MITS/FRM/CRR/33	Curriculum Review Report
34	EOMS-MITS/FRM/ER/34	Exam Results
35	EOMS-MITS/FRM/TEF/35	Teacher Evaluation Form

6. Purchasing and Supplier Management

S. No	Document Code	Title
36	EOMS-MITS/FRM/PO/36	Purchase Order / Service Order
37	EOMS-MITS/FRM/IPR/37	Indent – Purchase Requisition
38	EOMS-MITS/FRM/LAS/38	List of Approved Suppliers
39	EOMS-MITS/FRM/SEF/39	Supplier Evaluation Form
40	EOMS-MITS/FRM/SREF/40	Supplier Re-Evaluation Form
41	EOMS-MITS/FRM/AEPL/41	Approved External Providers List
42	EOMS-MITS/FRM/EPRF/42	External Providers Registration Form
43	EOMS-MITS/FRM/EPPEP/43	External Providers Periodic Evaluation Report

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7. Risk, Objectives, and Interested Parties

S. No	Document Code	Title
44	EOMS-MITS/FRM/EORR/44	Educational Organization Risk Register
45	EOMS-MITS/FRM/RAF/45	Risk Assessment Form
46	EOMS-MITS/FRM/OMS/46	Objective Monitoring Sheet
47	EOMS-MITS/FRM/OS/47	Objective Sheet
48	EOMS-MITS/FRM/CM/48	Communication Matrix
49	EOMS-MITS/FRM/IP/49	Interested Parties

8. Internal Audit and Nonconformity

S. No	Document Code	Title
50	EOMS-MITS/FRM/IAS/50	Internal Audit Schedule
51	EOMS-MITS/FRM/IAP/51	Internal Audit Plan
52	EOMS-MITS/FRM/IAC/52	ISO 21001 Internal Audit Checklist
53	EOMS-MITS/FRM/IAR/53	Internal Audit Report
54	EOMS-MITS/FRM/IANCR/54	Internal Audit Non-Conformity Report
55	EOMS-MITS/FRM/CSNC/55	Consolidated Statement of Non-Conformities
56	EOMS-MITS/FRM/IAF/56	Internal Audit Findings
57	EOMS-MITS/FRM/CAR/57	Corrective Action Request / Report
58	EOMS-MITS/FRM/PARF/58	Preventive Action Request Form

9. Management Review

S. No	Document Code	Title
59	EOMS-MITS/FRM/MNMR/59	Meeting Notice for Management Review
60	EOMS-MITS/FRM/ARMR/60	Attendance Record of Management Review
61	EOMS-MITS/FRM/AS/61	Attendance Sheet
62	EOMS-MITS/FRM/MMR/62	Minutes of Management Review
63	EOMS-MITS/FRM/RSAR/63	Review Status of Action Taken
64	EOMS-MITS/FRM/MRR/64	Management Review Report

10. Other Supporting Formats

S. No	Document Code	Title
65	EOMS-MITS/FRM/POR/65	Proof of Receipt (Certificate)
66	EOMS-MITS/FRM/MNAR/66	Market Needs Analysis Report
67	EOMS-MITS/FRM/TAER/67	Training and Evaluation Reports