



MITS

MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

(Deemed to be University under section 3 of UGC Act, 1956)

MANAGEMENT REVIEW RECORD

Issue No : 01	Revision No: 00	Doc. No: IMS-MITS/MRR/01
Issue Date: 01/04/2025	Revision Date: 01/04/2025	Page 1 of 1

Date.....

IMS Coordinator, IMS team leader to decide the agenda as in column 1 and record decisions under columns 2 to 4 against each agenda item; arrange communication of decisions to all concerned for needed actions and maintain the record.

Review is-REGULAR/ SPECIAL Review held on _____

Review attended by:.....

Review Agenda (Write specific issues as necessary under all headings below, and attach required explanatory notes for each)	Review Decisions			Completed on (Date)
	Actions/Decisions	To be taken by (Functionary)	Completion Schedule (Date)	
(1)	(2)	(3)	(4)	(5)
1.The status of actions from previous management reviews				
2.Changes in i) external and internal issues that are relevant to the IMS, ii) needs& expectations of interested parties including compliance obligations related to IMS, iii) significant environmental aspects/energy use iv) risks and opportunities				
3.Customer satisfaction and feedbacks obtained from all interested parties				
4.IMS performance and conformity of provided services, trends in non conformities , corrective & preventive actions and status of incident investigations				
5.Monitoring and measurement results, audit results ,fulfillment of management objectives and compliance obligations				
6.The adequacy of resources and the performance of external providers				
7.Relevant communication(s) from interested parties, including complaints				
8.The effectiveness of actions taken to address risk and opportunities				
9.Review of environmental and energy policy ,performance				
10.Results of participation & consultation and the evaluation of compliance with legal & other requirements				
11.Opportunities and recommendations for improvement.				

Coordinator (IMS), _____ Signature/Date _____

Distribution:.....