

SI No.	Objectives	Target	Responsibilities	Time Frame of Completion		Measures	Resources Required	Action/ Status
				From	To			
1.	Projects Legal Requirements	<ul style="list-style-type: none"> Quarterly Monitoring Projects legal requirements Knowledge to GCC staff for authority and legal regulatory requirements 	Project Managers	January 01, 2018	December 31, 2020	Authority Legal & Regulatory Requirements Register Quarterly	Authority Legal & Regulatory documents and records	
2.	Deliver projects on time in full compliance with specification/requirements	Deliver project on time	Project Managers	January 01, 2018	December 31, 2020	<ul style="list-style-type: none"> Building Completion Certificate Client Tacking Over Certificate 	<ul style="list-style-type: none"> Project team All GCC Departments Project Documents 	
3.	Reduce technical rejected inspections	Below 15% of total inspection request	Project Managers	January 01, 2018	December 31, 2020	Comparison Sheet for Inspection Request	<ul style="list-style-type: none"> Project team QEHS Department 	
4.	Soft copy for handing over documents after project completion to technical department	To maintain soft copy of handing over documents	Project Managers	January 01, 2018	December 31, 2020	Handing over documents that mentioned in Technical Procedure and Site Execution Procedure	<ul style="list-style-type: none"> Project team Technical Department 	
5.	Knowledge (Projects Experience)	Knowledge to GCC staff for Approved Method statement	<ul style="list-style-type: none"> Project Managers QC Engineers 	January 01, 2018	December 31, 2020	<ul style="list-style-type: none"> Approved Method statement and log sheet Internal Training for approved method statement and log sheet Quarterly Monitoring log 	Project team	
6.	Secure disposal of projects documents more than 3 years retention period.	Secure disposal of projects documents more than 3 years retention period.	<ul style="list-style-type: none"> Project team QEHS Department 	January 01, 2018	December 31, 2020	Disposal records	All Department and project sites team	
7.	HR Develop Software Program System HCM (Human Capital Management)	<ul style="list-style-type: none"> Link to HR with Project Sites Link to HR with labour Camp 	HR Executive HR Department	January 01, 2018	December 31, 2020	HR software records & Backup	<ul style="list-style-type: none"> Approved External Provider Approved Budget 	



Engr. Ahmed El Maghrabi
QEHS Department

Prepared by:



Engr. Masoud Manla
General Manager

Approved by: