

MASTERLIST OF DOCUMENTS (UTS-CQA-P06-MLD)

 UTS	UNIVERSITY OF TECHNOLOGY SARAWAK MASTERLIST OF DOCUMENTS
Updated on:	19-Oct-24
Department:	Centre for Quality Assurance

No	Document No.	Description	Revision No.	Effective Date	Remarks
Standard Operating Procedure (SOP)					
1	UTS/CQA/P01	Application for Program Approval (New and Renewal)	03	23/09/24	
2	UTS/CQA/P02	Application for Programme Accreditation	02	23/09/24	
3	UTS/CQA/P03	Curriculum Review	05	23/09/24	
4	UTS/CQA/P04	Teaching Assessment/ Evaluation	05	23/09/24	
5	UTS/CQA/P05	Quality Management System Review	03	14/06/24	
6	UTS/CQA/P06	Control of Document	05	11/06/24	
7	UTS/CQA/P07	Implementation of Internal Audit	04	23/09/24	
8	UTS/CQA/P08	Corrective Action	03	18/10/24	
9	UTS/CQA/P09	Control of Records	05	10/07/24	
10	UTS/CQA/P10	Customer Complaint	05	18/10/24	
11	UTS/CQA/P13	Student Exit Survey	03	19/07/24	
12	UTS/CQA/P14	Risk Management	02	23/09/24	
13	UTS/CQA/P15	Exam Moderation and Vetting	02	19/07/24	
14	UTS/CQA/P17	Control of Nonconforming Outputs	02	18/10/24	
15	UTS/CQA/P18	Employer and Alumni Survey	02	23/09/24	
16	UTS/CQA/P19	Digital Course File	01	23/09/24	
Forms					
1	UTS-CQA-P01-CP	Concept Paper New Academic Programme	03	10/07/2024	
2	UTS-CQA-P01-NAP	New Academic Programme Proposal	02	08/07/2022	
3	UTS-CQA-P01-CPP	Checklist of Programme Proposal	00	10/07/2024	
4	UTS-CQA-P03-CC	Curriculum Change	02	08/07/2022	
5	UTS-CQA-P06-MLD	Masterlist of Document	00	11/06/2024	
6	UTS-CQA-P07-IA	Internal Audit Attendance	02	27/08/2024	
7	UTS-CQA-P07-IAN	Internal Audit Note	03	21/10/2022	
8	UTS-CQA-P07-IAP	Internal Audit Plan	02	10/07/2024	
9	UTS-CQA-P07-IARS	Internal Audit Report Summary	04	10/07/2024	
10	UTS-CQA-P07-YIAP	Yearly Internal Audit Plan	02	10/07/2024	
11	UTS-CQA-P07-OFI	Opportunities for Improvement	00	19/09/2022	

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12	UTS-CQA-P08-CAF	Corrective Action Form	03	18/10/2024	
13	UTS-CQA-P09-DC	Document Change Form	03	01/07/2022	
14	UTS-CQA-P09-RAD	Record Archival/ Disposal Request Form	04	10/07/2024	
15	UTS-CQA-P09-RRS	Record Retention Schedule	00	10/07/2024	
16	UTS-CQA-P14-RA	Risk Assessment	01	11/01/2024	
17	UTS-CQA-P14-OR	Opportunities Register	00	18/10/2024	
18	UTS-CQA-P15-EMF	Exam Moderation Form	03	01/03/2022	
19	UTS-CQA-P17-NCR	Nonconforming Report Form	02	18/10/2024	
20	UTS-CQA-P18-RPEO	Report of Programme Educational Objectives	00	20/09/2023	
21	UTS-CQA-P19-CCF	Checklist of Course File	00	19/07/2024	
Quality Manual					
1	UTS/CQA/QM01	Quality Manual	01	02/10/24	

Prepared by:

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Date: 19 October 2024