

MANAGEMENT REVIEW RECORD

Date of Review: 09/28/2018

Next Scheduled Review: 9/28/2019

Attendees: Kenny, Matt, Scott, Kevin, Ben, Danna, Mike

Internal Audit(s)

- **Summary of audit findings for past year:** No audit finding to discuss

External Assessment(s)

- **Summary of assessment findings for past year:** Discussion of upcoming AMRL visit. Discussion on technician evaluation and preparation for assessment.

Proficiency Sample Testing

- **Summary of results for past year:** Low ratings in Liquid asphalt and Chem. Lab

Corrective Actions

- **Status of CARs:** In process, should be completed soon for Chem. Lab

Changes in the Volume and Type of Work: No noted changes.

Suitability of QMS Policies and Procedures: Changed the evaluation from 1 year to 3 years.

Resource needs (staffing, training, equipment, computer software, etc.): None

Complaints: No complaints noted.

Improvement Recommendations: None at this time.

Other: