

Field Audit Work Application Process



Job Registration

Client send Invitation letter/ Met2 form to ORG.
PIC : Client



Quotation

ORG issue quotation to customer based on job location.
PIC : ORG



Purchase Order / Service Order

Client submit Purchase Order / Service Order to ORG & Coordinator.
PIC : Client



Delivery Order

Coordinator request Delivery Order from ORG and email the Delivery Order to Client and Assigned staff.
PIC : Coordinator & ORG



Performing The Job

Assigned staff perform the onsite job.
PIC : Flow Group staff



Draft Report

Client submit the draft report to be checked by Assigned staff.
PIC : Client & Assigned Staff



Official Report

Client submit the official report once approved and endorser sign the report.
Endorser send the report to ORG.
PIC : Client & Endorser



Complete