

# 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