



Revision History Worksheet

DFA-QMS F07

Rev.02, 10-Sep-2018

Office/Division		<i>Full name of office/division</i>		Rev./Date	<i>Revision no. of content/Date of approval of content</i>
Document Title		<i>Full name of document (E.g. Unit Operations Manual)</i>		Document Code	<i>Identification code of document</i>
Revision No.	Effectivity Date	Description/Reason of Revision		Author/s	Approved By
<i>Version number determined by the originator of the document/form</i> E.g. 00	<i>Format: DD-Mon-YY</i> E.g. 10-Sep-18	<i>Describe in detail the reason for revision and the specific changes made</i> E.g. Per RFA-IAS-UA-2017-02, "UA may consider reviewing the method of identifying relevant or significant internal and external issues to include actions that would address the needs and expectations of interested parties", UA added a column for Strategy/Action Plan and Risk/Opportunity.		<i>Complete name and position of the originator of the form</i> E.g. Juan De la Cruz, Principal Assistant	<i>Complete name and office of the approving authority</i> E.g. Juana De la Cruz, UA
00		Original			

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APPROVALS	SIGNATURES	DATE
NAME <i>Position</i>		
Prepared by		
NAME <i>Position</i>		
Reviewed by		
NAME <i>Position</i>		
Approved by		