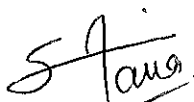



## MANAGEMENT OF IT PROOF OF CONCEPT

Prepared By:-	Approved By:-
(Signature) 	(Signature) 
Name : Siti Zarina Binti Muhamat	Name : Nurmaliza Binti Jumaat
Position: Deputy Information Technology Officer, Information Technology Division	Position: Director, Information Technology Division
Date : 7-6-2023	Date : 7/6/2023



## 6.0 RECORD RETENTION PERIOD

No	Quality Records	Location	Retention Period	Responsibility
1	POC Request Form	File Cabinet	3 years	POC Coordinator
2	POC Report	File Cabinet	3 years	POC Coordinator
3	Non-Disclosure Agreement	File Cabinet/Cloud	3 years	POC Coordinator
4	Ontrack	Online/Cloud	3 years	POC Coordinator

## 7.0 PROCESS FLOW

### Management of POC

