

For Restricted Circulation only

 SHAKAMBHARI GROUP #SteelWithin		SHAKAMBHARI ISPAT & POWER LTD. (Formerly known as Ess Dee Aluminium Ltd.)	
STANDARD OPERATING PROCEDURE			
Title: Management Review			Page No. 1 of 2
SOP No.	Version No.	Effective Date	Next review date
SIPL/QAS/019	00	07.07.2026	06.07.2028

1.0 PURPOSE

- 1.1 The objective of this SOP is to define the procedure for review of the effectiveness of the Quality Management System.

2.0 SCOPE

- 2.1 This procedure is applicable to all quality systems established by the company.

3.0 REFERENCE(S) & ATTACHMENT(S)**3.1 References**

- 3.1.1 ISO 15378:2017, 9.3

3.2 Attachments

- 3.2.1 Attachment-I : Minutes of Management Review : SIPL/QAS/019/F01/00

4.0 RESPONSIBILITY

- 4.1 **Director:** To chair.
 4.2 **MR:** To initiate and compile.
 4.3 **QA Head:** Participant.
 4.4 **Production Head:** Participant.
 4.5 **Plant Head:** Participant.
 4.6 **Other Participants:** As nominated by Management.

5.0 DISTRIBUTION

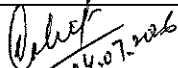
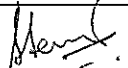
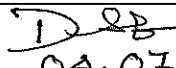
- 5.1 Chairperson

6.0 DEFINITION(S) & ABBREVIATION(S)**6.1 Definitions**

- 6.1.1 Nil

6.2 Abbreviations

- 6.2.1 MRM: Management Review Meeting
 6.2.2 MR: Management Representative

Prepared By:	Checked By:	Approved By:
 04.07.2026	 04.07.2026	 04.07.2026

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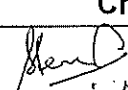
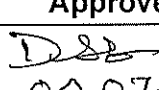
 SHAKAMBHARI GROUP #SteelWithin		SHAKAMBHARI ISPAT & POWER LTD. (Formerly known as Ess Dee Aluminium Ltd.)	
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7.0 PROCEDURE

- 7.1 A Management Review Meeting (MRM) shall be conducted every 6 months, preferably after closure of non-compliance observed during the Internal Audit.
- 7.2 All departmental heads shall take part in the review meeting. The MR shall inform all the members (date, time, venue and agenda) verbally two days before the review meeting.
- 7.3 The agenda for the Management Review Meeting shall be as follows:
- 7.3.1 Minutes of the last review meeting and status of its pending actions.
 - 7.3.2 Effectiveness of the quality policy, objectives and their effectiveness.
 - 7.3.3 Internal / external / customer audit reports.
 - 7.3.4 Customer complaints / feedbacks.
 - 7.3.5 Process performance.
 - 7.3.6 Product conformity.
 - 7.3.7 Resource (infrastructure / human) requirement.
 - 7.3.8 Risk assessment and critical points adherence.
 - 7.3.9 Emergency situations and their control.
 - 7.3.10 Corrective & preventive action taken and their effectiveness.
 - 7.3.11 Suppliers' performance (once in a year).
 - 7.3.12 Training provided and its effectiveness (once in a year).
 - 7.3.13 Changes in management system.
 - 7.3.14 Suggestions for improvement.
 - 7.3.15 Any other point with the permission of the Director.
- 7.4 The outputs from the Management Reviews include actions relating to:
- 7.4.1 Improvement of the effectiveness of the quality system and its processes.
 - 7.4.2 Improvement of product related to the customer requirements.
 - 7.4.3 Resource requirements identified to meet these needs.
- 7.5 The MR shall maintain the minutes of the Management Review Meeting in the format. This record shall be retained for a minimum period of three years.
- 7.6 The action requirements arising out of the meetings are forwarded to the concerned department for necessary action.

8.0 REVISION HISTORY

Revision No.	00	Effective Date	07.07.2026	CC No.	NA
Details of revision: New SOP					

Prepared By:	Checked By:	Approved By:
 04.07.2026	 04.07.2026	 04.07.2026