Project Quality Assessment Plan

1. Project Overview

Project Name: _____

Project Manager: _____

Date: _____

Description:

_____
_____
_____

2. Quality Objectives

- _____
- _____
- _____

3. Roles & Responsibilities

Role	Name	Responsibilities
Project Manager	_____	_____
Quality Lead	_____	_____
Team Member	_____	_____

4. Quality Standards & Criteria

List applicable quality standards (e.g., ISO, internal policies):

- _____
- _____

5. Quality Control Methods

Activity	Method	Frequency	Responsible
_____	_____	_____	_____
_____	_____	_____	_____

6. Quality Assurance Activities

- _____
- _____

7. Issue Tracking & Resolution

Issue	Date Identified	Responsible	Resolution

_____	_____	_____	_____
_____	_____	_____	_____

8. Approval

Name: _____
Signature: _____
Date: _____