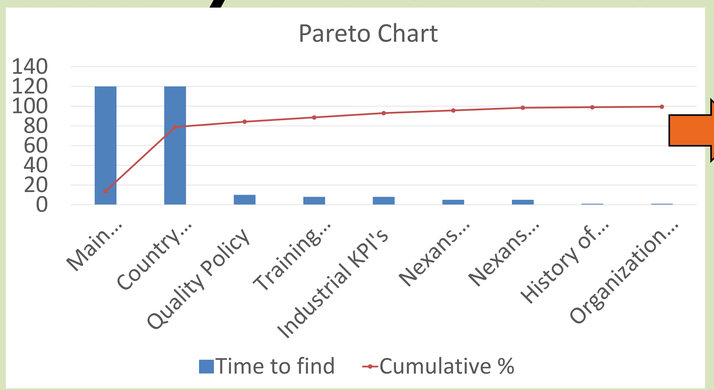
Master 2 - Qualité et Performance dans les Organisations

Implementation of a Management Manual and Documentation System Structuring

Necessity and Contexte

Nexans, a global player in the cable industry...

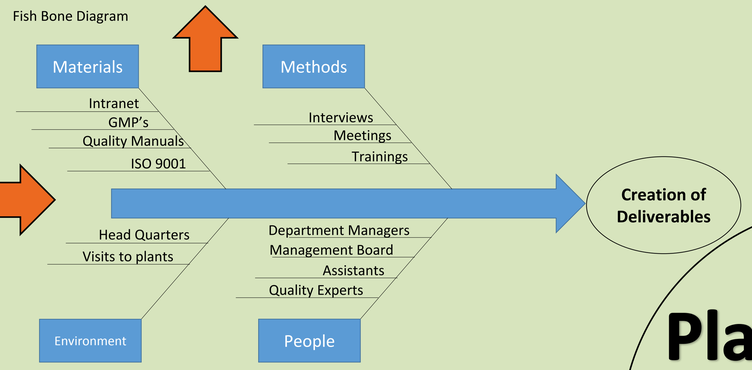


Objectives

Develop Group Management Documents that will be diffused and communicated all around the world.

Problématique

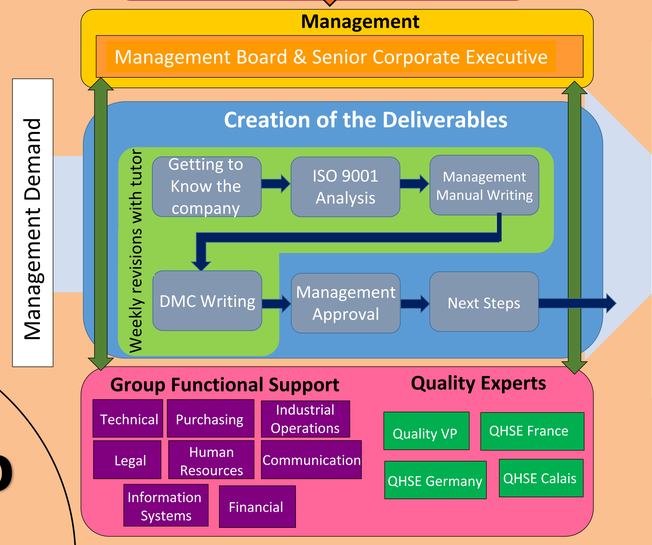
Organize, standardize and communicate General Management practices to increase productivity in work.

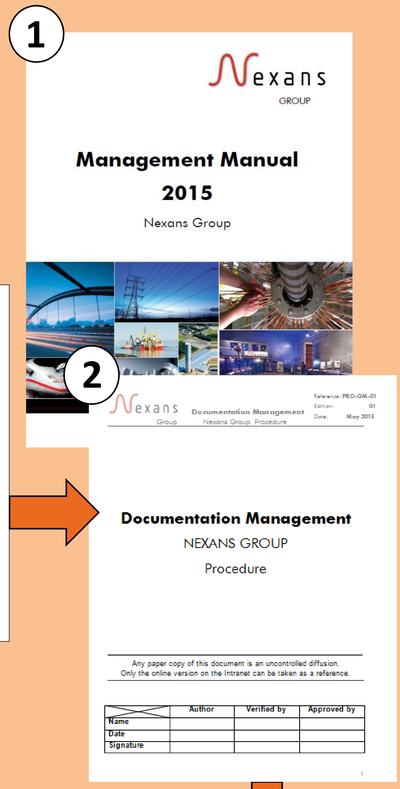


Deliverables

1. Management Manual
2. Documentation System Structuring

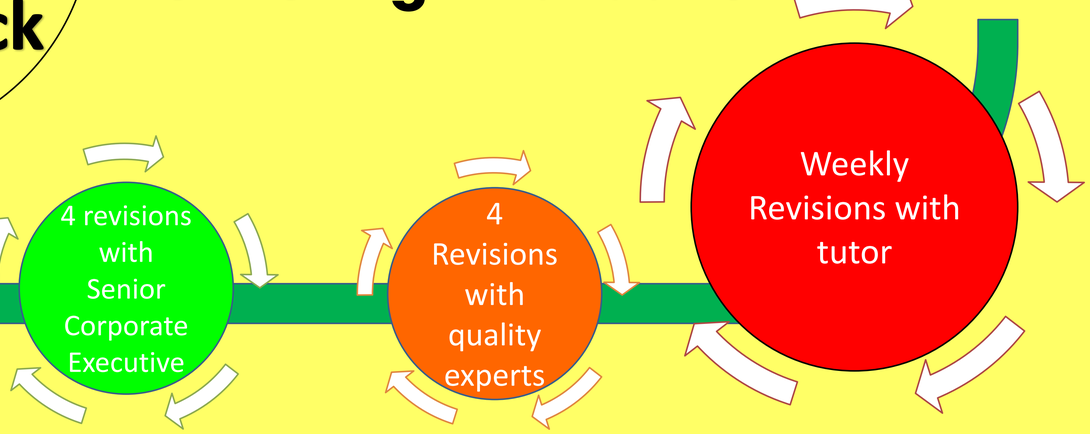
Project Process - Deliverables





Plan Do Check Act

Monitoring - Validation



Management Board Deliverables Validation

Mesure de Succès

Management Manual Inquiry

Nexans

Nexans is looking forward for your opinion! After readying the new Management Manual 2015, we want to know your opinion about it. Please answer the questions below taking in account that:

1. The most suitable — 5- Not suitable

a. - The clarity in the way of presenting the information is:

1 2 3 4 5

b. – The order that the information is presented is:

1 2 3 4 5

c. – In general terms the content presented in the manual is:

1 2 3 4 5

d. - Would you recommend to your employees or colleges to read this manual:

1 2 3 4 5

e. - Would you like some information or topics to be added in the manual:

_____

f. – How did you received this manual:

Internal Mail My boss Colleges Intranet Other: _____

g. - Other Remarks: _____

Done by: **Juan Carlos Legaria Macal**
Internship tutor: **Mdm. Valerie Gallego**
Suiveur du Stage: **Mr. Jean Pierre Caliste**
En charge du Master: **Mr. Gilbert Farges**

Bibliography: AFNOR, Standard NF EN ISO 9001, 3rd, 2008.

- International Organization for Standardization, "ISO," 2015. [Online]. Available: http://www.iso.org/iso/home.htm
- 9001 Academy, "How to structure quality management system documentation," 2015. [Online]. Available: http://www.9001academy.com/blog/2014/10/21/structure-quality-management-system-documentation/