

Issued by: Terry Wang
Approved by: Aslam Khan

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	GO BU	HZO Duty Manager	HZO Buyer	HZO Merchandiser	HZO Logistics
ITB/RFP	A	R	S		
ITB WBS/Q&A	S	A	C	I	
ITB response to client	A	S			I
Sourcing/RFQ to supplier	C	A	R		
Contract to supplier	S	A	R	I	I
Product Requirement to supplier		I	C	R	
Sample confirmation		I	R	S	
Production supervision		I	I	R	I
Product Inspection (inline or final)		A	C	R	I
Claims of quality problem/defects	I	S	R	S	I
Release goods	C	A	I	I	I
Supplier evaluation	C	R	S	S	C
Freight management	A	I	S	S	R
Invoicing	A	I	S	S	R

R: Responsible 责任
A: Approve 批准
S: support 支持
I: Inform 通报
C: Consult 咨询