

ASS. REC. BY:

REF: CS/AIG20010246/R1qd3

Special Instruction:

SUVAJOY RASUL

ASSIGNMENT (Office)

Merimen

From (Person): CHIN LEE YING

AIG

Date/Time: 24/9/2020@11.25AM

Estimated Cost:

Bill to:

OD-TP-WS-TP RES / OD RES / EVA / INV / MV / CS

To Inspect Vehicle No: SMD 9942Y

Insured:

at Workshop m/s CYCLE & CARRIAGE

Tel: 9186 5200

209 PANDAN GARDEN

Policy No: 1800110326

Claim No:

Sum Insured:

Excess: TBA

D.O.A 23/09/2020

Make of Veh:

(Client's Record)

CA / **REV** / REP. / REV 24 HRS

H.O.D. Endorsement:

Date/Time: 24/9/2020@11.40am Person Contacted: COCQ

Vehicle **IN/OUT**

DateTime

Action/Instruction (☒)	Estimate
1. Review the project scope and objectives.	
2. Identify the key stakeholders and their roles.	
3. Conduct a risk assessment and develop a risk management plan.	
4. Develop a detailed project schedule and timeline.	
5. Allocate resources and assign tasks to team members.	
6. Monitor project progress and communicate regularly with stakeholders.	
7. Address any issues or changes that arise during the project.	
8. Conduct a final review and evaluation of the project outcomes.	

SMD 9942Y-X