

The 9000 Advisers

ISO 9001:2000

Compliance Checklist

Presented by

The 9000 Advisers

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**ISO9001:2000**  
 The 9000 Advisers System Compliance Checklist

	<i>Requirement</i>	<i>QMS No.</i>	<i>Comments</i>
4.1	Managing the System Processes – Have you: <ol style="list-style-type: none"> <li>1. Identified the quality system processes and determined the interaction of these processes?</li> <li>2. Established rules and procedures for performing these processes?</li> <li>3. Established means for making sure that these rules and procedures remain enforceable?</li> <li>4. Made sure that you have the resources necessary to successfully perform these procedures?</li> <li>5. Established criteria for performing these procedures and developed means for measuring this performance?</li> <li>6. Analyzed the results of these measurements, and implemented actions to correct inadequate performance and improve good performance?</li> </ol>		
4.2.1	General – Does your quality system include: <ol style="list-style-type: none"> <li>1. A quality policy statement and quality objectives?</li> <li>2. The six written procedures required by the standard?</li> <li>3. The written policies, procedures, and instructions necessary to enforce and manage your quality system processes?</li> <li>4. The documentation needed to implement, manage, and measure your processes?</li> </ol>		
4.2.2	Quality Manual – Does your Quality Manual include: <ol style="list-style-type: none"> <li>1. A description of the scope of your system, an explanation of exclusions (if any), and the justifications for these exclusions?</li> <li>2. The procedures used for managing the processes or reference to these procedures?</li> </ol>		

	3. An explanation of the processes and a description of the interaction of these processes?		
4.2.3	<p>1. Control of Documents –</p> <p>2. Are your quality system documents:</p> <ul style="list-style-type: none"> <li>• Approved before they are put into use?</li> <li>• Re-approved when changes are made?</li> <li>• Are the changes identifiable?</li> <li>• Available at point of use?</li> <li>• Legible?</li> </ul> <p>3. Are the obsolete documents effectively identified and removed from active use?</p> <p>4. Are external documents that are used in managing the system processes controlled?</p>		
4.2.4	<p>Control of Records</p> <p>1. Are you keeping records that prove that you are conforming to the procedures and policies of your quality system?</p> <p>2. Are these records accessible and legible?</p> <p>3. Is there a written procedure for managing and controlling these documents?</p>		

The Compliance Checklist provides a readable interpretation of every detail of all eight sections of the ISO9001:2000 Standard.