



ISO 9001:2015 Management Systems Requirements



SELF ASSESSMENT CHECKLIST

See how it works ►

CONTEXT

THE ORGANISATION

Have we determined internal and external issues that will impact on our quality system?

INTERESTED PARTIES

Have we determined what internal and external interested parties are relevant to the quality system and what are their requirements?

SCOPE

Have we determined the boundaries of the quality system and documented the scope?

LEADERSHIP

LEADERSHIP AND COMMITMENT

Can we demonstrate top management is providing leadership and commitment to the quality system?

CUSTOMER FOCUS

Do we ensure customer focus by understanding and meeting requirements and ensuring customer satisfaction is maintained?

QUALITY POLICY

Have we a documented quality policy that is communicated and available?

ROLES AND RESPONSIBILITIES

Are roles and responsibilities for quality communicated and understood?



WHAT ARE THE BENEFITS OF CERTIFICATION?



Grow Your Business

Acquire new clients and access new markets with ISO Certification



Improve Your Business

Drive efficiency, eliminate waste and achieve consistency with a certified management system



PLANNING

RISKS AND OPPORTUNITIES

Have we determined the quality risks and opportunities related to our organization? Do we have plans to address them?

QUALITY OBJECTIVES

Have we established quality objectives? Do we monitor, measure and communicate them? Do we have plans to address them? Have we maintained records?

SCOPE

Have we determined the boundaries of the quality system and documented the scope?

CHANGE

Are changes to the quality system planned and controlled?



WHAT ARE THE BENEFITS OF CERTIFICATION?



Meet External Requirements

Demonstrate your compliance to external stakeholder



Increased Credibility

Provide confidence as to the consistency, Effectiveness and efficiency of the organisation

SUPPORT

RESOURCES

Have we determined and ensured necessary resources are in place for the quality system including people, infrastructure and work environment?

MEASUREMENT

Is measuring equipment calibrated? Have we maintained records?

ORGANISATIONAL KNOWLEDGE

Do we have processes to retain and share organizational knowledge?

COMPETENCE

Do we ensure competence of personnel? Do we maintain records?

AWARENESS

Have we ensured that personnel are aware of our policy, relevant objectives and their responsibilities?

COMMUNICATION

Have we determined processes for internal and external communication relevant to quality?

CONTROL OF DOCUMENTS

Do we ensure documents and records are controlled?





OPERATIONS

OPERATIONAL PLANNING AND CONTROL

Have we established and maintained procedures to meet the requirements of the quality system?

REQUIREMENTS FOR PRODUCTS & SERVICES

Do we ensure customer communication is appropriate?

Have we determined customer, statutory and regulatory requirements for our products and services? Do we maintain records?

DESIGN AND DEVELOPMENT

Have we ensured design processes are controlled including inputs, outputs, changes to designs, verification processes and reviews? Do we maintain records?

EXTERNAL PROVIDERS

Do we have processes to manage selection, evaluation and monitoring of suppliers and contractors? Do we maintain records?

Do we communicate effectively with suppliers and contractors?

PRODUCTION & SERVICE PROVISION

Is production and service provision undertaken in a controlled way?

Is documentation in regard to the product or service available?

IDENTIFICATION & TRACEABILITY

Are outputs identifiable, are records suitable for traceability maintained?

CUSTOMER & EXTERNAL SUPPLIER PROPERTY

Do we safeguard property belonging to customers or external suppliers while under our control? If damaged or lost are records maintained?

WHAT ARE THE BENEFITS OF CERTIFICATION?



Procedures

Consistency of product through well defined and documented procedures.



Educated Team

Management understands quality performance and can react to changing circumstances

PRESERVATION

Do we have processes to manage preservation during production such as controls for packaging, handling, storage and transportation?

POST DELIVERY

Do we have processes to manage post-delivery requirements including contractual requirements, warranty and maintenance?

CONTROL OF CHANGES

Do we review and control changes to production or service provision? Do we maintain records including authorization?

RELEASE OF PRODUCT AND SERVICES

Do we ensure products and services are released to customers in a controlled manner? Do we maintain records demonstrating conformity of the product was determined and traceability of person authorizing release?

NONCONFORMING OUTPUTS

Are nonconforming outputs controlled to prevent release?
Do we maintain records?



Trustworthy Product

Certification differentiates the business and demonstrates a commitment to a quality deliverable.



Informed Employees

Documented procedures help new employees understand their roles and responsibilities



PERFORMANCE EVALUATION

MONITORING & MEASUREMENT

Do we monitor things such as processes, operational controls, equipment that requires maintenance or calibration?

Do we measure things such as KPIs, performance against targets?

Do we analyse and evaluate this information?

Do we maintain records?



CUSTOMER SATISFACTION

Do we assess, monitor and review customer perception?

INTERNAL AUDIT

Do we plan and conduct internal audits to ensure the quality system conforms to requirements and is implemented effectively? Do we maintain records?

MANAGEMENT REVIEW

Does our top management review our quality system at planned intervals? Do we maintain records?

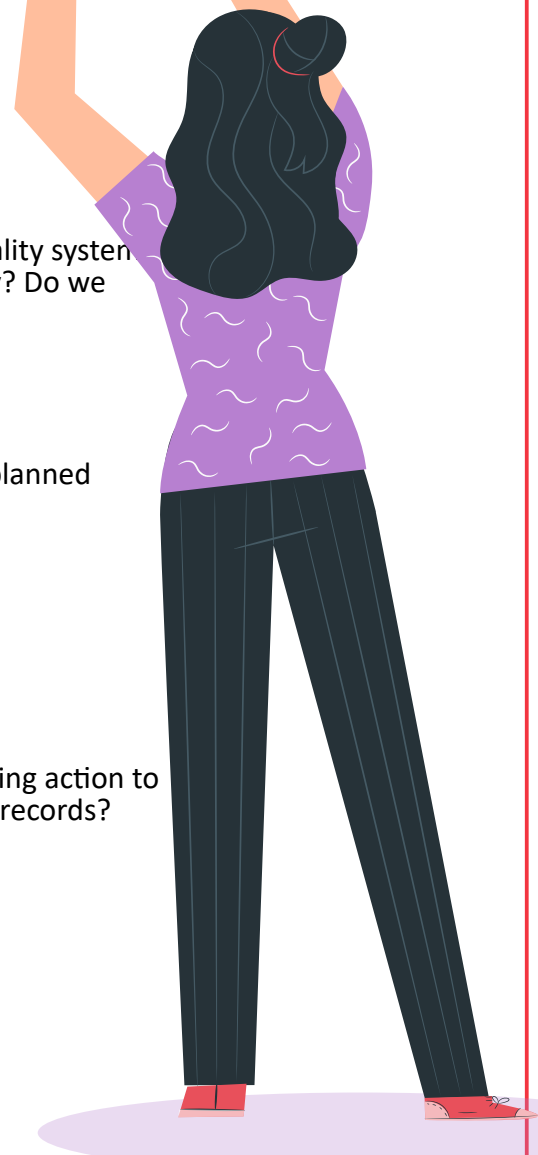
IMPROVEMENT

NONCONFORMITY AND CORRECTIVE ACTION

Do we have processes for reporting, investigating and taking action to manage incidents and corrective action? Do we maintain records?

CONTINUAL IMPROVEMENT

Do we continually improve the quality system?



Faster Response Times

Efficient response to defect/errors and learning from issues



Predictability

Proactive assessment of quality with processes to catch issues before problems occur.



SO WHAT NOW?



Contact us for a quick quote to get a better idea of costs and timings. Visit our website

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