Audit Question	Audit Sco	oring Criteri	ia (type an 'x	' in one row on	ly for each)	Audit Evidence	â Improvement	[^] Score
Use the checklist to compare the requirements of the standard against your existing management system. Each question refers to a requirement that must be met in order to comply with ISO 9001.	Yes, fully documented &	Partially documented & I	Partially mplemented, no	Partially Documented, no	No provision, not documented	Provide reference to documentation seen during the audit. If any of the requirements are	Provide suggestions for process improvement, note down any aspect of the QMS that appears	Status %
Tip: You can use the -/+ buttons at the top and side of the worksheet to hide/unhide the sections. >> 4.1 General Requirements	_		documentation Major N/C	implementation Major N/C		not applicable, please type 'N/a'	weak, inefficient or overly complex	
Has the organization established, documented, implemented and maintained a QMS and continually improved its effectiveness?	х							< √ 100
Has the organization identified the processes needed for the QMS and their application throughout the organization?	х							√ 100
3 Has the organization determined the sequence and interaction of QMS processes?	х							< √ 100
Are the criteria and methods the organization uses to ensure the operation and control of QMS processes effective?	х							< √ 100
Has the organization provided resources and information needed to support the operation and monitoring of QMS processes?	×							✓ 100
Does the organization monitor, measure and analyze QMS processes?		х		х				∞ 0
Has the organization implemented actions necessary to achieve planned results and continual improvement of processes needed for the QMS?								√ 100
Are processes needed for the QMS managed by the organization in accordance with the requirements of ISO 9001:2008?					х			≫ 0
9 Does the organization maintain control over outsourced processes?					х			⋈ 0
Are the necessary controls for outsourced processes that affect product conformity with requirements identified within the QMS?				х				≥ 25
Does organization have adequate control over outsourced processes to ensure conformity to all customer requirements?			х					≥ 25
<< 4.2.1 Documentation - General								
Does the organization have a documented quality policy?								< √ 100
Does the organization have a set of documented quality objectives?								√ 100
Does the organization have a quality manual?								√ 100
Does the organization operate a set of documented procedures as required by the standard?								✓ 100
Are adequate documents in place to ensure the effective planning, operation and control of organization's processes?								√ 100
Does documentation include the records required by ISO 9001:2008?								< √ 100
<< 4.2.2 Documentation - Quality Manual								
Does the quality manual include a scope of the QMS, including details of and justification for exclusions?								< 100 €
Does the quality manual contain or reference the documented procedures established for the QMS?								√ 100
Does the quality manual include a description of the interaction between the processes of the QMS? (Either text or process map)								√ 100
< 4.2.3 Documentation - Document Control								
Does the organization operate a document control procedure?								⊘ 100
Does the procedure define the controls needed to approve documents for adequacy prior to issue?								√ 100
Does the procedure define the controls needed to review and update as necessary and re-approve documents?								√ 100