Requirements Review Checklist

ISO 9001:2015 QMS

General Information

Checklist	Comment	Yes/No
Technical Data		
Specifications		
Standards		
Drawings		
ACoPs		

Customer Requirements are Understood

Checklist	Comment	Yes/No
Product Acceptance		
Delivery		
Post Delivery		
Other (specify)		

Related Standards Review

Checklist	Comment	Yes/No
Statutory		
Regulatory		
International		
Other (specify)		

Feasibility Determined

Checklist	Comment	Yes/No
Capability		
Equipment		
Space		
Resources		
Skills		
Other (specify)		

Contract & Quotes Reconciled

Checklist	Comment	Yes/No
Contract		
Quote		

Requirements Review Checklist

ISO 9001:2015 QMS

Methods of Communication with Customer

Checklist	Comment	Yes/No
Product Information		
Enquiries		
Feedback		
Concerns		
Complaints		
Other (specify)		

Requirements not Stated by the Customer are Defined

Checklist	Comment	Yes/No

Conclusions

Recommendations