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[REDACTED] - STEP ONE: [REDACTED]

Process to Audit (Audit Scope): MANAGEMENT	
Audit Date(s):	Lead Auditor:
Audit #:	Other Auditor(s) on Team:
Applicable Clauses of the ISO 9001 Standard: <ul style="list-style-type: none"> <input type="checkbox"/> Understanding the organization and its context <input type="checkbox"/> Understanding the needs and expectations of interested parties <input type="checkbox"/> Determining the scope of the QMS <input type="checkbox"/> Quality management system and its processes <input type="checkbox"/> Leadership and commitment <ul style="list-style-type: none"> <input type="checkbox"/> General <input type="checkbox"/> Customer focus 	
Applicable Sections of the Quality Handbook: Copyright © JnF Specialties, LLC. All rights reserved worldwide. www.quality-control-plan.com/copyright.htm	
Revision of Quality Handbook:	

List any other applicable documents, if any:	
Document Title	Revision

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Compare the requirements of the Quality Handbook and other documentation against what employees are actually doing in everyday practice.

Requirement Reference	Question	Y/N or n/a	Evidence or Notes Sheet Ref. #
Clause 4.1	c) [REDACTED]		
Clause 4.2	a) [REDACTED]		
Clause 4.2	b) [REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
Clause 4.3	f) [REDACTED]		
Clause 4.3	g) [REDACTED]		
[REDACTED]	[REDACTED]		

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Requirement Reference	Question	Y/N or n/a	Evidence or Notes Sheet Ref. #
Clause 4.4	a) [Redacted]		
Clause 4.4	b) [Redacted]		
Clause 4.4	c) [Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
Clause 5.1.1	a) [Redacted]		
Clause 5.1.1	b) [Redacted]		

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Requirement Reference	Question	Y/N or n/a	Evidence or Notes Sheet Ref. #
Clause 5.1.1	c) [Redacted]		
Clause 5.1.1	d) [Redacted]		
Clause 5.1.1	e) [Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
Clause 5.1.2	a) [Redacted] Customer satisfaction that includes:		
Clause 5.1.2	a.1) [Redacted]		
	a.2) [Redacted]		

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Requirement Reference	Question	Y/N or n/a	Evidence or Notes Sheet Ref. #
	a.3) [REDACTED]		
	[REDACTED]		
	[REDACTED]		
Clause 5.2.1	a) [REDACTED]		
Clause 5.2.1	b) [REDACTED]		
Clause 5.2.1	c) [REDACTED]		
[REDACTED]	[REDACTED]		
Clause 5.2.2	a) [REDACTED]		
Clause 5.2.2	b) [REDACTED]		
Clause 5.3	a) [REDACTED]		
Clause 5.3	b) [REDACTED] s.		
Clause 5.3	c) [REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		

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Requirement Reference	Question	Y/N or n/a	Evidence or Notes Sheet Ref. #
Clause 6.1.1	a) [REDACTED]		
Clause 6.1.1	b) [REDACTED] determined and addressed to:		
Clause 6.1.1	b.1) [REDACTED]		
	b.2) [REDACTED]		
	b.3) [REDACTED]		
Clause 6.1.2	a) [REDACTED]		
Clause 6.1.2	b) [REDACTED]		
Clause 6.1.2	c) [REDACTED]		
Clause 7.1.1	a) [REDACTED]		
Clause 7.1.1	b) [REDACTED]		
Clause 7.1.1	c) [REDACTED]		
Clause 7.1.2	a) [REDACTED]		
Clause 7.1.2	b) [REDACTED]		
Clause 7.1.3	a) [REDACTED]		

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Clause 7.1.3	b) [REDACTED]		
Clause 7.1.4	a) [REDACTED]		
Clause 7.1.5.1	a) [REDACTED]		
Clause 7.1.5.1	b) The Company ensures that resources provided:		
Clause 7.1.5.1	b.1) are [REDACTED]		
Clause 7.1.5.1	b.2) [REDACTED]		
Clause 7.1.5.1	c) [REDACTED]		
Clause 7.2	a) [REDACTED]		
Clause 7.2	b) [REDACTED]		
Clause 7.2	c) [REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
Clause 7.4	The Company determines internal and external communications that are relevant to the quality management system, which includes:		

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Clause 7.4	a) [REDACTED]		
	[REDACTED]		
	[REDACTED]		
	d) [REDACTED]		
	e) [REDACTED]		
	f) [REDACTED]		
Clause 7.5.1	a) [REDACTED]		
Clause 7.5.1	b) [REDACTED]		
Clause 7.5.1	c) [REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
Clause [REDACTED]	The Company establishes applicable processes for communicating with Customers regarding:		

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Requirement Reference	Question	Y/N or n/a	Evidence or Notes Sheet Ref. #
Clause 8.2.1	a) [REDACTED]		
	b) [REDACTED] es		
	c) [REDACTED]		
	d) [REDACTED]		
	e) [REDACTED]		
Clause 8.5.1	f) [REDACTED]		
[REDACTED]	[REDACTED]		
	[REDACTED]		
	[REDACTED]		
	[REDACTED]		
	[REDACTED]		
	[REDACTED]		
	[REDACTED]		
	[REDACTED]		

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Clause 8.5.1	j) [REDACTED]		
Clause 8.5.1	k) [REDACTED]		
Clause 8.5.1	l) [REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
[REDACTED]	[REDACTED]		
Clause 8.5.5	a) [REDACTED]		
Clause 8.5.5	b) [REDACTED]		
Clause [REDACTED]	The Company determines:		
Clause 9.1.1	a) [REDACTED]		
	b) [REDACTED]		
	c) [REDACTED]		
	d) [REDACTED]		
	e) [REDACTED]		

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	f) [Redacted]		
	g) [Redacted]		
Clause 9.1.1	h) [Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
[Redacted]	[Redacted]		
Clause 9.1.1	[Redacted]		
	1.2) [Redacted]		
Clause 9.1.2	a) [Redacted]		
Clause 9.1.2	b) [Redacted]		

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Clause 9.1.2	c) [REDACTED]		
Clause 9.1.3	a) [REDACTED]		
Clause [REDACTED]	b) The Company uses the output of analysis and evaluation to:		
Clause 9.1.3	b.1) [REDACTED]		
	b.2) [REDACTED]		
	b.3) [REDACTED]		
	b.4) [REDACTED]		
	b.5) [REDACTED]		
	b.6) [REDACTED]		
	b.7) [REDACTED]		
Clause 9.1.3	c) [REDACTED]		
Clause 9.3.1	a) [REDACTED]		
Clause 9.3.1	b) [REDACTED]		
[REDACTED]	[REDACTED]		

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	[REDACTED]		
Clause 10.3	a) [REDACTED]		
Clause 10.3	b) [REDACTED]		

Review [REDACTED]

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STEP FIVE: [REDACTED]

NONCONFORMITIES	
Nonconformance #	Describe finding as you want it to appear in the Nonconformance system
Check one to rank the nature of the nonconformity:	
<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]	
<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]	
<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]	
<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]	

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OPPORTUNITIES FOR IMPROVEMENT

Check one to rank the nature of the opportunity:	
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

STEP SIX: [Redacted]

All auditors [Redacted]

[Redacted]

[Redacted]

[Redacted]

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STEP SEVEN: [REDACTED]

The completed audit report must [REDACTED]

[REDACTED]

- | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] |
| <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] |
| <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] |
| <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] | <input type="checkbox"/> [REDACTED] |
| <input type="checkbox"/> [REDACTED] | | |

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NOTES PAGE

Your Note reference #	Notes, evidence, findings, comments, etc.

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