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Name:


Date:

Company:

Control	Procedure	Owner	Reporting	In Place
Human Resources	personnel recruitment and selection			
	education and training			
	organization chart			
	planning and organisation in time. Will there be a dedicated group during repeated ordering?			

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Control	Procedure	Owner	Reporting	In Place
Incoming Good/ Procurement	Supplier Audit			
	Specifications: what is specified and how does this cover the functionality?			
	Risk Assessment			
	Incoming Inspection: sampling plan, control plan			
In House Produced Parts	· Specifications: what is specified and how does this cover the functionality?			
	Risk Assessment			
	In Line Inspection: sampling plan, control plan			

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Control	Procedure	Owner	Reporting	In Place
Assembly Quality Control	Risk Assessment			
	Work Instruction			
	In Line Inspection: sampling plan, control plan			
Safety test	Test Equipment			
	Safety Test			
Function test	Test Equipment			
	Extra function test based on specs			
Control	Procedure	Owner	Reporting	In Place



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Calibration	· Calibration Equipment			
	· Calibration			
Product Audit Extended Product Audit	· Product Audit procedure			
	· Product Audit			
	· extended Product Audit procedure			
	· extended Product Audit			
Production Ramp Up	· Quality Check Ramp Down procedure			
Non conformances	· Non-conformance procedure			
Control	Procedure	Owner	Reporting	In Place

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Packaging & Shipping	Packaging & Shipping			
Technical complaints	· Technical complaints procedure			
Quality Management System	· Targets			
	· Measurements			
	· Review			
	· Improvement procedures			
	· Dashboard			