Q & A about QA/QM

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Reviewing Document and System upon Revision of ISO Standards

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Question:

Would an organization be expected to review all documents and management system for continued suitability as a part of its upgrade to ISO 9001:2008?   (From a Member of ASQ)

See next page for our response.

Answer:

No, you do not have to review all documents and management system as a part of your upgrade to ISO 9001:2008.

If you have a good grasp of your own management system and documents, you can readily identify what documents are affected by changes of ISO or any other applicable standards and regulations, and which of them need to be reviewed. It cannot be time consuming unless you do not know what are written in your own documents.

Document review and system review are not for the sake of ISO registration scheme but for your own management. This can be applied also to the documents and processes of subcontractors. Reviewing should be done by all responsible managers of the functions potentially affected by the change, as far as deemed necessary and appropriate.

If you cannot readily identify which of your activities are affected by the changes in the applicable standards, there will be a very serious issue in some other aspects.

By the way, there are many companies that rewrote Quality Manual in its entirety, by changing the sequence of Manual Sections to that of clauses of the ISO Standard. You do not have to do as such companies did. Parroting the ISO 9001 clauses is welcomed only by very immature auditors, but the activities of your company are 5not for ISO. ISO auditors should be capable enough to understand the description of the Manual correctly, irrespective of its sequence.

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