

# TQCSI POLICIES FOR AUDITING & CERTIFICATION OF ISO 9001

*This policy document describes policies determined by TQCSI's Certification Approval Panel in the interpretation of ISO 9001 for the auditing and certification of quality management systems. It complements TQCSI Work Instructions 32 (QMS Certification) which should also be referred to by auditors when auditing clients' quality management systems.*

**Minor nonconformances** are to be raised where:

- a discrepancy which has the potential to have a significant impact on the effectiveness of the quality management system has not been addressed since being raised at a previous audit
- a serious discrepancy or a number of like discrepancies indicate there is a breakdown in part of the quality management system or the quality of end product is jeopardised
- the objectives of the quality management system are not established and monitored
- there is a significant breach of legislation or a regulatory requirement
- all parts of the quality management system have not been internally audited in the last 12 months
- all requirements for management review have not been conducted in the last 12 months.

**Major nonconformances** are to be raised where:

- the agreed action plan to address a minor nonconformance has not been implemented
- a serious discrepancy or a number of like discrepancies indicate there is a total breakdown in the quality management system
- there is a very significant breach of legislation or a regulatory requirement
- an internal audit of the quality management system has not been conducted in the last 12 months
- management review has not been conducted in the last 12 months.

**General Policies:**

- Quality (business) related objectives must be identified, documented and reviewed in a plan.

Approved:                    *original signed*

Craig Bates  
President, TQCSI