



ISO 9001:2000 Quality Management System Document Kit contains all the documents as required by the ISO 9001 standard that are developed from the years of practical implementation experience in more than 3,000 organizations across private and government organizations in India, USA, UK, Saudi Arabia, Greece and Maldives.

We offer ISO 9001:2000 documentation kits in 2 levels.

Level 1: Generic Documentation Kit

Level 1 documentation kit contains all the documents in a generic form. The organization needs to customize the documents as per their exact requirements.

Price: Indian Rupees 15,500 + 12.24% service tax
Or 345 US \$ + 12.24% Service Tax

Delivery: Within 4 working hours of payment realization. C.D. containing documents Couriered by DTDC on the same day .

Payment: Deposit in ICICI Bank Account No: 015105002641 favoring “Lakshy Business Consultants” – Vashi, Navi Mumbai, India Branch.

Level 2: Customized Documentation Kit

Level 2 documentation kit comes with 100% customization of all the documents including Quality Manual, Procedures and formats. The organization needs to straight away start implementing these documents. In this level 2 kit, on the basis of information we gather about your company using internet as medium of communication, we customize all the documents for your organization

Price: Starting from Rs. 25,500 + 12.24% service tax...varies as per the size of the organization and nature of customization required.

Delivery: Within 7 days of payment realization

Payment: Deposit in ICICI Bank Account No: 015105002641 favoring “Lakshy Business Consultants”



Next two pages describe all the documents in our ISO 9001:2000 documentation kit.

Organization Chart

Quality Policy & Objective

Process Map

Quality Manual

Procedures

1. Procedure for Control of Documents
2. Procedure for Control of Records
3. Procedure for Quality Management System Planning
4. Procedure for Responsibility, Authority and Internal Communication
5. Procedure for Management Review
6. Procedure for Departmental Review
7. Procedure for Human Resources Management
8. Procedure for Planning of Product Realization
9. Procedure for Contract Review of Standard Products and Services
10. Procedure for Customer Communication
11. Procedure for Design & Development
12. Procedure for Purchase
13. Procedure for Supplier Selection & Control
14. Procedure for verification of purchased product
15. Procedure for control and validation of production
16. Procedure for identification, traceability and inspection
17. Procedure for product preservation (Handling, packaging, storage and protection)
18. Procedure for handling of customer property
19. Procedure for control and validation of service provision
20. Procedure for control of monitoring and measuring devices
21. Procedure for internal audit
22. Procedure for monitoring and measurement of product
23. Procedure for control of non-conforming product
24. Procedure for corrective and preventive actions
25. Procedure for handling of customer complaints



Formats

1. Master List of Documents
2. Master List of Records
3. Document Issue and receipt note
4. Document change memo
5. Bill of material
6. Agenda for Management review meeting
7. Minutes of management review meeting
8. Minutes of Departmental review meeting
9. List of employees
10. Job description matrix
11. Competence evaluation record
12. Training request memo
13. In-house training attendance record
14. Training History Sheet
15. Quality Plan
16. Customer Interaction Plan
17. Enquiry cum order register
18. Work order
19. Work order amendment memo
20. Design & development planning and control record
21. Supplier registration form
22. List of approved suppliers
23. Purchase indent
24. Purchase order
25. Incoming material inspection register
26. Incoming inspection results register
27. Register of handling of customer property
28. Master list of instruments requiring calibration
29. Instrument calibration schedule
30. Customer Satisfaction Survey Form
31. Master list of internal auditors
32. Internal audit note
33. Internal audit summary
34. Final inspection and test results
35. Non-conformity investigation report
36. Customer complaint register