

Section Matrix

Remark : ● Main ○ Support

		MD	QMR	HR & GA	Sale	Purchase	Delivery	Warehouse	Planning	Production	PSD	Quality	Engineering	PD Engineer	C&D	IT	S & E
4	Context of the organization																
4.1	Understanding the organizations & its context	●	●														
4.2	Understanding the needs & expectation of interested parties	●	●														
4.3	Determining the scope of the QMS	○	●														
4.3.1	Determining the scope of the QMS - Supplemental	○	●														
4.3.2	Customer specific requirement	○	●														
4.4	Quality Management System & Its Processes	○	●														
4.1.1.1	Conformance of products & services				○	●	○	○	○	●	○	●	○	○	○		
4.1.1.2	Product safety				○	○				○		○	●	○			
5	Leadership																
5.1	Leadership & Commitment	●															
5.1.1	General	●															
5.1.1.1	Corporate responsibility	●															
5.1.1.2	Process effectiveness & efficiency	●	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
5.1.1.3	Process owner	●	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
5.1.2	Customers Focus											●					
5.2	Policy	●															
5.2.1	Establishing the Quality policy	●															
5.2.2	Communicating the Quality policy	●	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
5.3	Organizational roles, responsibilities & authorities	●	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
5.3.1	Organizational roles, responsibilities & authorities - Supplemental	●			●							●					
5.3.2	Responsibility & authority for product requirements & corrective action									●		●					
6	Planning																
6.1	Action to address risks & opportunities	○	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
6.1.2.1	Risk Analysis		○	○	○	○	○	○	○	●	○	●	○	○	○	○	○
6.1.2.2	Preventive Action		○	○	○	○	○	○	○	●	○	●	○	○	○	○	○
6.1.2.3	Contingency plans		○	○	○	○	○	○	○	○	○	●	○	○	○	○	○
6.2	Quality objective & planning to achieve them		●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
6.2.2.1	Quality objective & planning to achieve them - Supplemental		●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
7	Support																
7.1	Resources																
7.1.1	General																
7.1.2	People			●													
7.1.3	Infrastructure			●								●				●	●
7.1.3.1	Plant, facility & equipment planning				○				○	○	●	○	○	○			
7.1.4	Environment for the operation of process							○		○	○	○					●
7.1.4.1	Environment for the operation of process - Supplemental							●		●	●	●					
7.1.5	Monitoring & measuring resources											●					
7.1.5.1	General											●					
7.1.5.1.1	Measurement System Analysis											●					
7.1.5.2	Measurement traceability										●						
7.1.5.2.1	Calibration / Verification Record										●						
7.1.5.3	Laboratory requirement										●						
7.1.5.3.1	Internal laboratory										●						
7.1.5.3.2	External laboratory										●						
7.1.6	Organizational Knowledge			●													
7.2	Competence		●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
7.2.1	Competence - Supplemental									●		●					
7.2.2	Competence – on the job training									●		●					
7.2.3	Internal auditor competency		●														
7.2.4	Second-party auditor competency				●												
7.3	Awareness			●													
7.3.1	Awareness - Supplemental									●		●					
7.3.2	Employee motivation & empowerment			●													
7.4	Communication		○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
7.5	Document Information		●														
7.5.1	General		●														
7.5.1.1	QMS Documentation		●														
7.5.2	Creating & Updating		●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
7.5.3	Control of document information		●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
7.5.3.2.1	Record retention		●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
7.5.3.2.2	Engineering Specifications																
8	Operation																
8.1	Operation Planning & Control									●		●	●				
8.1.1	Operation Planning & Control - Supplemental						○					●	●				
8.1.2	Confidentiality				○	○	○	○	○	○	○	●	●	○			
8.2	Requirements for Products & Service											●	●				
8.2.1	Customer communication				●	○	○					●	●				
8.2.1.1	Customer communication - Supplemental				●	○	○					●	●				
8.2.2	Determine of requirements related to the products & services				●	○	○						●				
8.2.2.1	Determine of requirements related to the products & services - Supplemental				●								●				
8.2.3	Review of requirements related to the products & services				●								●				
8.2.3.1.1	Review of requirements related to the products & services - Supplemental				●								●				
8.2.3.1.2	Customer-design special characteristic											○	●				
8.2.3.1.3	Organization manufacturing feasibility												●				
8.2.4	Changes of requirements for products and services												●				
8.3.3.2	Manufacturing design input												●				
8.3.3.3	Special Characteristics												●				
8.3.4	Design and Development Controls												●				
8.3.4.1	Monitoring												●				
8.3.4.2	Design & Development Validation											○	●				
8.3.4.3	Prototype programme											○	●				
8.3.4.4	Product approval process											●	○				

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8.3.5	Development and design outputs									○	○	○	●				
8.3.5.2	Manufacturing process design output									○	○	○	●				
8.3.6	Development and Design changes									○			●				
8.3.6.1	Development and Design changes - Supplemental											○	●				
8.4	Control of External Provider Processes, Products & Services					●											
8.4.1.1	Control of External Provider Processes, Products & Services - Supplemental					●											
8.4.1.2	Supplier selection process					●											
8.4.1.3	Customer-directed sources					●											
8.4.2	Type & extent of control					●											
8.4.2.1	Type & extent of control - Supplemental					●											
8.4.2.2	Statutory & regulatory requirements					●											
8.4.2.3	Supplier QMS development					●											
8.4.2.4	Supplier monitoring					●											
8.4.2.4.1	Second party audits					●											
8.4.2.5	Supplier development					●											
8.4.3	Information for external providers					●											
8.4.3.1	Information for external providers - Supplemental					●											
8.5	Production and Service Provision					●											
8.5.1.1	Control Plan												●				
8.5.1.2	Standardised work-operator instruction and visual standard									●		●					
8.5.1.3	Verification of job set-up									●							
8.5.1.4	Verification after shutdown									●							
8.5.1.5	Total productive maintenance										●						
8.5.1.6	Management of production tooling and manufacturing,test, inspection tooling and equipment									●	●						
8.5.1.7	Production scheduling								●								
8.5.2	Identification and traceability							●		●	●	●					
8.5.2.1	Identification and traceability - supplemental							●		●	●	●					
8.5.3	Property belonging to customers or external providers							●		○	○						
8.5.4	Preservation							●		○		○					
8.5.4.1	Preservation - supplemental							●		○		○					
8.5.5	Post delivery activities											●					
8.5.5.1	Feedback of information from service											●					
8.5.5.2	Service agreement with customer											●					
8.5.6	Control of changes									●		●	●				
8.5.6.1	Control of changes - supplemental									●		●	●				
8.5.6.1.1	Temporary chages of process control									●		●	●				
8.6	Release of product and service									●		●					
8.6.1	Release of product and service - supplemental									○		●					
8.6.2	Layout inspection and functional testing									○		●					
8.6.3	Appearance									○		●					
8.6.4	Verification and acceptance of conforming of externally provided product and service					○						●					
8.6.5	Statutory and regulatory conformity					○						●					
8.6.6	Acceptance criteria											●					
8.7	Control of nonconforming output									●		●					
8.7.1.1	Customer authorization for concession											●					
8.7.1.2	Control of nonconforming product customer-specified process									●		●					
8.7.1.3	Control of suspect product									●		○					
8.7.1.4	Control of reworked product									●		●					
8.7.1.5	Control of repaired product									●		●					
8.7.1.6	Customer notification											●					
8.7.1.7	Nonconforming product disposition									●		●					
9	Performance Evaluation																
9.1	Monitoring, Measurement, Analysis and Evaluation									●		●	●				
9.1.1.1	Monitoring and measurement of manufacturing process)									●		●	●				
9.1.1.2	Identification of statistical tools									○		●	●				
9.1.1.3	Application of statistical concepts									○		●					
9.1.2	Customer Satisfaction				●												
9.1.2.1	Customer Satisfaction - supplemental				●												
9.1.3	Anaysis and evaluation		○		○	○			○	○		○	○				
9.1.3.1	Prioritization											●					
9.2	Internal Audit		●														
9.2.2.1	Internal audit plan		●														
9.2.2.2	Quality management system audit		●														
9.2.2.3	Manufacturing process audit		○									●					
9.2.2.4	Product audit		○									●					
9.3	Management review	●	●														
9.3.1.1	Management review - supplemental		●														
9.3.2	Management review input		●														
9.3.2.1	Management review input - supplemental		●														
9.3.3	Management review output		●														
9.3.3.1	Management review output - supplemental		●														
10	Improvement																
10.1	General		○							●		●		●			
10.2	Nonconformity and corrective action		○	○	○	○	○	○	○	●	○	●	○	●	○	○	○
10.2.3	Problem solving									●		●	●	●			
10.2.4	Error proofing									●		○	●	●			
10.2.5	Warranty management systems											●					
10.2.6	Nonconforming complaints and field test analysis											●					
10.3	Continual improvement									●		○		●			
10.3.1	Continual improvement - supplemental									●		○		●			