

# ISO 9001 Path to Registration

## *Major Tasks/Project Plan*

<b>Task</b>	<b>Begin</b>	<b>Complete</b>
Establish Project Plan, Involve People		
“Kick-Off” Meeting and Brief Overview of ISO		
Identify all processes with goals for each		
Review Existing Procedures for conformance		
Identify documentation needed		
Document the Quality System		
ISO Awareness for all employees		
Review and revise existing documents		
Establish Management Review Process		
Management Review Meetings (at least 2)		
Establish Quality Goals		
All Documentation Complete		
Establish Internal Audit Process		
Internal Audits (2)		
Select Registrar		
Document Review		
Stage 1 Assessment by Registrar Follow-Up/		
Corrective Actions		
Stage 2 Registration Audit		
CELEBRATE!!		