# Implementation Summary

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **Description** | **Responsibilities** | **Deliverables/Outputs** |
| Certification Body to verify and close-out 2nd stage audit findings | The documented corrective actions are verified by the Certification Body for final approval for certification to ISO 9001:2015.  It is imperative that the achievement of certification of compliance to ISO 9001:2015 is appropriately recognized by Top management and celebrated by all staff.  Certification of compliance provides an excellent baseline on which to measure ongoing improvement of the organization. | Management Representative  Whole Organization  Certification Auditor(s)  QMS Implementation Team | * 2nd Stage audit report * Schedule of addressed nonconformances * Recommendation for certification * ISO 9001:2015 Certification |

# Implementation Checklist

|  |  |
| --- | --- |
| **Description** | **Evidence** |
| Check that the Certification Auditors have been briefed on any potential safety issues concerning the locations they will visit. |  |
| Check that the Certification Auditors have a copy of the documented and addressed corrective actions from the previous step. |  |
| Check that all documentation that may be needed during the verification audit is easily accessible, including reports of previous internal audits, corrective action and Management Review Meetings. |  |
| Check that all staff have been provided with adequate lead time to prepare for the certification audit. |  |
| Check that any necessary changes to the quality management system and the documentation information have been made. |  |
| Check that the documented corrective actions have been approved by the Certification Body. |  |
| Check that the achievement of certification of compliance to ISO 9001:2015 is appropriately recognized by Top management and celebrated by all staff! |  |
| **NOTES:**  **APPROVAL FOR NEXT STEP:** | |