**Quality Checklist**

**The Flying Mongooses**

**4601 Mid Rivers Mall Dr**

**Cottleville, MO 63376**

**Date**

**7/16/21**

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| --- | --- | --- | --- | --- | --- |
| **Quality Checklist** | | | | | |
| **Project:** | | | | | **Date:** |
|  | **Verification** | | | | |
| **Quality Item** | **Yes** | **No** | **N/A** | **Date** | **Comments** |
| Does the project have an approved quality management plan? |  |  |  |  |  |
| Has the quality management plan been reviewed by all stakeholders? |  |  |  |  |  |
| Do all stakeholders have access to the quality management plan? |  |  |  |  |  |
| Is the quality management plan consistent with the rest of the overall project plan? |  |  |  |  |  |
| Have product quality metrics been established, reviewed, and agreed upon? |  |  |  |  |  |
| Have process quality metrics been established, reviewed, and agreed upon? |  |  |  |  |  |
| Do all metrics support a quality standard which is acceptable to the customer? |  |  |  |  |  |
| Do all metrics have agreed upon collection mechanisms? |  |  |  |  |  |
| Do all metrics have an agreed upon collection frequency? |  |  |  |  |  |
| Have quality metrics review meetings been scheduled throughout the project's duration? |  |  |  |  |  |
| Are all metrics clear, measurable, controllable, and reportable? |  |  |  |  |  |
| Is the project team familiar with the project's quality review process? |  |  |  |  |  |
| Does the project have an appropriate number of resources assigned for quality assurance and control? |  |  |  |  |  |
| Has the project team established a repository for all quality documentation? |  |  |  |  |  |
| Do all team members have access to the quality documentation repository? |  |  |  |  |  |
| Have all appropriate team members been notified of their required participation in quality reviews? |  |  |  |  |  |
| Have quality responsibilities been assigned and documented and the applicable personnel notified? |  |  |  |  |  |
| Have product and process quality standards been established, documented, and communicated? |  |  |  |  |  |
| Have quality thresholds and limits been established, documented, and communicated? |  |  |  |  |  |
| Does the change control process accommodate project changes based on quality improvements? |  |  |  |  |  |
| Has a project quality manager been assigned? |  |  |  |  |  |
| Is the project sponsor aware of his/her responsibilities relating to quality acceptance? |  |  |  |  |  |
| Is the customer aware of his/her responsibilities relating to quality acceptance? |  |  |  |  |  |

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