



# INTERNAL AUDIT CHECKLIST

## TS/ISO 16949

4 Quality Management System	Observation/Comments	Results
<b>4.1 General Requirements</b>		
<p>Has your organization established a management system (QMS) giving consideration to:</p> <ul style="list-style-type: none"> <li>a) Identifying the processes needed and the application of the processes throughout the organization:</li> <li>b) Determining the sequence and interaction of the processes?</li> <li>c) Determining the criteria and methods for operation and control of the processes?</li> <li>d) Ensuring the availability of resources and information to support the processes?</li> <li>e) Monitoring, measuring and analyzing these processes?</li> <li>f) Implementing actions to achieve planned results and the continual improvement?</li> </ul> <p>If your organization out sources any processes that affects product conformity, are the outsourced process controlled and identified?</p> <p>Does your organization maintain control over outsourced processes assume responsibility for conformity to all customer requirements?</p>		
<b>4.2 Documentation Requirements</b>		
<b>4.2.2 Quality Manual</b>		
<p>Does your organization have a quality manual? Does it include the following:</p> <ul style="list-style-type: none"> <li>a) The scope of your QMS and justifications and details of any exclusions</li> <li>b) The documented procedures for the QMS or reference them?</li> <li>c) A description of interactions between the processes of the QMS?</li> </ul>		
<b>4.2.3 Control of Documents</b>		