

ISO 9001-2008 PROCEDURE

PROCESS OWNER

Information Technology Management

PROCEDURE TITLE:

Control of Documents

DOCUMENT NUMBER: ISO_4-23

REVISION LEVEL: Final Draft REVISION DATE: 01/23/09 Approval: Managing Director

Purpose / Scope:

<u>Purpose:</u> The purpose of this procedure is to define the requirements for document control to assure that quality-related documents affecting work activities show evidence of review and approval by authorized personnel prior to issuing new or revised documentation.

<u>Scope</u>: The quality requirements in this section apply to the control of distribution, copies, and locations of documents and forms managed by WCRC.

Documents - Refers to policies, procedures, standards and regulations, or work instructions identified to meet ISO compliance related to our business system. Documents may be in paper or electronic form.

Forms (Records) – Refers to pre-defined documents used for recording information or data from production and other transactions related to the support of our business system. Completed forms may become records.

This procedure does not apply to Federal or State statues, administrative rules or work instructions and departmental directives which define specific departmental tasks.

Responsibility:

The Information Technology managing staff is responsible for assuring the control of our business system documentation including establishing document controls for specific projects when applicable.

All personnel are responsible for adhering to this procedure to assure that controlled documents are appropriately used, updated, and distributed in accordance to this procedure.

Iso Work Instruction Format

R Barnett

Iso Work Instruction Format:

The Enigmatic Realm of Iso Work Instruction Format: Unleashing the Language is Inner Magic

In a fast-paced digital era where connections and knowledge intertwine, the enigmatic realm of language reveals its inherent magic. Its capacity to stir emotions, ignite contemplation, and catalyze profound transformations is nothing in short supply of extraordinary. Within the captivating pages of **Iso Work Instruction Format** a literary masterpiece penned with a renowned author, readers embark on a transformative journey, unlocking the secrets and untapped potential embedded within each word. In this evaluation, we shall explore the book is core themes, assess its distinct writing style, and delve into its lasting impact on the hearts and minds of those that partake in its reading experience.

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