



## **ISODOC GROUP**

### **IMS toolkit documentation list**

1. IMS policy
2. Process Map

### **Procedures**

1. Context of Organization Procedure
2. Roles, and Responsibilities Procedure
3. Consultation and Participation Procedure
4. Risk and Opportunity Procedure
5. Hazard Identification and Assessment Procedure
6. Environmental Aspects' Procedure
7. Legal Requirements procedure
8. Integrated Management System Objective Procedure
9. Resource Management Procedure
10. Infrastructure Maintenance Procedure
11. Calibration& laboratory Procedure
12. Knowledge Management Procedure
13. Competence and Awareness Procedure
14. Communication Procedure
15. Document Information Procedure
16. OH&S Control Procedure
17. Environmental Control Procedure
18. Inspection and Quality Control Procedure
19. Order and Contract Review Procedure
20. Handling Customer Complaints Procedure
21. Design And Development Procedure
22. Supplier and Procurement Procedure
23. Production and Service Provision Procedure
24. Identification and Traceability Procedure
25. Products and Property Preservation Procedure
26. Change Management Procedure
27. Nonconforming Product Procedure
28. Nonconforming Service Procedure
29. Emergency Situations Response Procedure
30. Customer Satisfaction Measuring Procedure
31. Monitoring, Measurement, and Analysis Procedure
32. Compliance Evaluation Procedure
33. Internal Audit Procedure
34. Management Review Procedure
35. Nonconformity and Corrective Action Procedure
36. Incident Investigation and Reporting Procedure



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### 37. Continual Improvement Procedure

#### **Instructions**

1. Emergency Response Instruction
2. Fire Extinguishing Instruction
3. Fishbone Technique
4. Technique 5 Why

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