

CONTRACTOR QUALITY CHECKLIST

Project:					Date:	
Scope of Work:						
Contractor:						
General Items		Yes	No	N/A	Actions to be Taken	
1.	Has the contractor included a copy of a current AS/NZS ISO 9001 accreditation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2.	Has the contractor provided quality information as required by the contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3.	Has the contractor provided a copy of the management plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
4.	Has the contractor provided a copy of the management plan, page no., title, issue no., the date of issue and revision number?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		



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5.	Does the quality management system include a copy of the contractor's quality policy?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
6.	Does the quality management system include a copy of the contractor's quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
7.	Does the quality management system include a copy of the contractor's quality manual?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8.	Does the quality management system include a copy of the contractor's quality procedures for ensuring the competency of those employees responsible for the work?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
9.	Does the contractor provide for document control, including retention control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
10.	Are there procedures, methods and processes for quality control?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
11.	Are there procedures for quality management?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
12.	Are there documented procedures for inspection and testing activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

	process for recording the status of inspection and testing?				
13.	Are there inspection, measurement and testing equipment controls?				
14.	Are there documented procedures for non-conformance, corrective and preventive actions?				



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<ul style="list-style-type: none"> Is the QM system and the plans, QM, well understood? Is the QM system effectively implemented in the contract work? Is the QM system consistently implemented across all parts of the project? Is the QM system who is responsible for the work clear? Is the QM system the type of activities in inspection, testing, or trial? Is the QM system, agreed and approved for use by the contractor's, fully implemented? 				
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Additional Comments
