

Management System Maintenance

Focus on growing your business and achieve the return of your management system investment



Many of our small to mid size clients retain our services on an ongoing basis to protect the significant investment made in their management system, reduce their overhead, eliminate the need for full-time staff and associated expenses. This allows them to focus on growing their business and achieving the desired return of their management system investment.

HOW OUR SERVICE WORKS

- ✓ Your company will be assigned a dedicated and experienced management system professional.
- ✓ We will provide support to your current staff or fully administer all aspects of your management system on your behalf.
- ✓ We will work with you to understand your organization's operation and its management system goals and objectives.
- ✓ We'll become a seamless part of your team.

SOME BENEFITS INCLUDE:

- ✓ Reduction in labor and associated overhead costs.
- ✓ Reduce training costs by using our trained and experienced professionals.
- ✓ No additional staff.
- ✓ Improve turnaround time of projects and

WE PERFORM MANAGEMENT SYSTEM TASKS, SUCH AS:

Creation and Maintenance

- ✓ Policies, Procedures, and Forms
- ✓ Organizational Chart
- ✓ Mapping of Core Processes
- ✓ Controlled Documents and Records Management
- ✓ Job Descriptions

Analysis and Monitoring

- ✓ Customer Satisfaction
- ✓ Root Cause
- ✓ Corrective and Preventive Actions
- ✓ Supplier Evaluations and Supplier Quality Issues
- ✓ Business Process Improvements
- ✓ Internal Process and Quality Issues

Management System

- ✓ Ongoing support and updates when management system standards change (ISO 9001, API Spec Q1, etc.) and be onsite during certification audit(s) *(if certified)*
- ✓ Internal Audits *(2 audits per year)*
- ✓ Perform Management Review *(2 per year every 6 months)*
- ✓ Employee Training *(as necessary)*
- ✓ Ongoing consultation and support attend meetings regarding management system *(as requested)*

CLIENT TESTIMONIAL

“Being a small company, resources often become stretched, and so the task of meeting ever changing QMS requirements can be somewhat overwhelming at times. Not only has The ISO 9001 Group been able to take care of our current needs, but they and my consultant knocked it out of the park! My experiences with other consulting firms up to this point have not been a very positive one. The ISO 9001 Group was recommended to us by a business associate and I’m very glad I gave them a chance to show me that they are not all the same.”

*Chris Bowers, Quality Manager
Houston Oilfield Equipment, Inc.*

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