

Gap Analysis Checklist

ISO 9001:2015 Self-assessment

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Self-assessment Checklist

Context of the Organisation

Ref	Gap Analysis Question	Finding		Implementation Plan (if No)				
		Yes	No	ISO Clause	Process Owner	Action Needed	Date Planned	Date Actual
1	Have all external and internal issues that are relevant to your organisation's purpose and the achievement of customer satisfaction and the organisation's strategic direction been determined?							
2	Are these issues reviewed and monitored on a regular basis?							
3	Have the needs and expectations of interested parties that are relevant to the QMS been determined?							
4	Was the scope of your QMS determined whilst taking into account of all the external and internal issues, the needs of interested parties and the scope your products and services?							
5	Is your QMS established, and does it include a description of the processes required and their sequence and interaction?							

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6	Have the criteria for managing these processes and their interaction been established?							
7	Have all responsibilities, methods, measurements and related performance indicators, needed to ensure the effective operation and control, been established?							