

1 Process Responsibility Matrix		Management					Operation					Support				Other									
		QMS & Processes	Business Planning	Sales & Marketing	QA/QC Management	Business Review & Improvement	Operational Planning	Order/Quote Fulfillment	Design & Development	Procurement & Supply	Production/Manufacturing	Inspection & Calibration (QC)	Storage, Packing & Shipping	Facilities & Maintenance	Corrective Action	Internal Audit	Customer Service	Human Resources & Training	Document Control & Knowledge	Other 1	Other 2	Other 3	Other 4	Other 5	Other 6
2 The process matrix provides a very convenient overview of all the processes that make up your management system. Defining the sequence and interaction of processes is also a requirement. This process matrix itself can satisfy this requirement.																									
3 1. Enter the process/functional area names in Row 2, we've included examples to get you started.																									
4 2. Enter an 'X' in the cell if the process has responsibility for ensuring conformity to clause(s) listed below.																									
5 3. Using the 'filter' drop-down menu, select 'X' to show the applicable clauses for each process.																									
6	4 Context of the Organization																								
7	4.1 Organizational Context	X	X																						
8	4.2 Relevant Interested Parties	X	X																						
9	4.3 Determining Quality Management System Scope	X	X																						
10	4.4.1/2 Quality Management System & its Processes	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X						
11	5 Leadership																								
12	5.1 Leadership & Commitment																								
13	5.1.1 General	X	X	X	X	X																			
14	5.1.2 Customer Focus	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X						
15	5.2 Management System Policy																								
16	5.2.1 Establishing the Quality Policy	X	X																						

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