

WORKING TOWARDS FULL IMPLEMENTATION OF THE REVISED QUALITY MANAGEMENT SYSTEM

1. Following the approval of the revised Quality Management System (QMS) by UMB, the University is now working towards its **Full Implementation**. This document provides a quick guide to some of the key issues to pay attention to.
2. The next **Internal Quality Audit** will be based on the revised QMS. The exact date will be communicated by the Management Representative in due course but is expected to be **mid January 2017**.
3. The **Objective** of the next internal quality audit will be **Conformance** to
 - a) the University QMS
 - b) the requirements of ISO 9001:2015

This objective takes into consideration that during transition to new standard or recertification, the certifying body focuses on compliance with the new standard.

4. All products and services offered by your unit must be within the **Scope** of the QMS as specified in Clause 1 of the QMS Manual. Further you are expected to demonstrate that the 'related services' are an integral part of 'educational services' of the University.
5. Ensure the **Quality Policy** is communicated, understood and applied within your unit and is available to all relevant interested parties. The signed quality policy statement is available for use throughout the University.
6. Ensure that the **Quality Objectives** have been revised at the unit level, documented information is maintained, and there is evidence of plans to achieve the quality objectives.

7. There must be evidence that all the **Applicable Processes** and sub-processes described in the QMS Manual have been **fully implemented** in your unit (see Clause 4.4).

8. Having integrated **Risk Based Thinking** into the University's processes, units are required to determine their own risks and opportunities and plan actions to address them (see Procedure for Risk Management - UON/OP/87).

9. Management at various University levels are expected to demonstrate **Leadership and Commitment** by taking an active role in engaging, promoting, and ensuring, communicating, and monitoring the performance and effectiveness of the QMS(see Clause 5.3)

10. Engage the **Lead Internal Quality Auditors** within your College. I am available for any advise on transitioning to the ISO9001:2015 Standard

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DEPUTY MANAGEMENT REPRESENTATIVE
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