

5.2.2 Communicating the Quality Policy

[The Company Long Name] communicates our Quality Policy:

- by making it available and maintaining it as a controlled document;
- by communicating, making it understood and by applying it within the organization; and
- by making it available to relevant interested parties as appropriate.

[The Company Long Name] has a written procedure in place to ensure that the requirements of ISO 9001:2015 clause 5.2.2 are fully implemented; this procedure addresses the above issues.

5.3 Organizational Roles, Responsibilities and Authorities

[The Company Long Name] has a written procedure in place to ensure that the requirements of ISO 9001:2015 clause 5.3 are fully implemented; this procedure addresses the following:

Top management at [The Company Long Name] strives to ensure that responsibilities and authorities for all relevant roles in the company are assigned, communicated and understood through use of the following means:

- Job descriptions
- Organizational charts

Top management assigns the responsibility and authority for:

- ensuring that our quality management system conforms to all ISO 9001 requirements;

end of sample