

ISO 9001 Audit-Readiness Checklist

See where you stand against ISO 9001 and get audit-ready. Tick what you can already evidence today.

QUICK SELF-CHECK

- ☐ Are your quality policy, objectives and QMS scope documented and current?
- ☐ Do you have controlled documents with version history and approvals?
- ☐ Do you run internal audits on a schedule with findings tracked to closure?
- ☐ Do you capture nonconformances and drive corrective action with root cause?
- ☐ Do you hold management reviews backed by live KPI data?
- ☐ Can you produce evidence of continual improvement on demand?

ISO 9001 CLAUSES

☐ 4. Context of the organisation

Determine internal and external issues, interested parties, and the scope and processes of the QMS

Q-Hub: Register Hub captures interested parties and their needs; scope and process maps are version-controlled in Document Hub

☐ 5. Leadership

Top management shows commitment, sets a quality policy, and assigns roles and responsibilities

Q-Hub: Document Hub holds the quality policy with controlled distribution and read acknowledgements; dashboards give leaders live visibility of QMS performance

☐ 6. Planning

Address risks and opportunities and set measurable quality objectives with plans to achieve them

Q-Hub: Register Hub logs risks and opportunities with owners and actions; Company KPIs track quality objectives against target

☐ 7. Support

Provide resources, competence, awareness, communication and controlled documented information

Q-Hub: Training Hub manages competency matrices and certification expiry; Asset Hub schedules calibration; Document Hub controls documented information

☐ 8. Operation

Plan and control operations, requirements, design, suppliers and nonconforming outputs

Q-Hub: Smart Forms digitise operational checklists and evidence capture; Register Hub manages supplier approval and monitoring

☐ 9. Performance evaluation

Monitor, measure and analyse; run internal audits and management reviews

Q-Hub: Audit Hub schedules internal audits with configurable checklists and findings; KPIs and dashboards feed the management review

☐ 10. Improvement

React to nonconformity, take corrective action, and continually improve the QMS

Q-Hub: CAPA manages nonconformances, root cause analysis, corrective actions and effectiveness checks, with trends surfaced on dashboards

Q-Hub keeps documents, audits, monitoring and corrective action in one system, so your evidence is always audit-ready.

q-hub.app