



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

MEMORANDUM

FOR : All Heads and Process Owners Covered Under
ISO 9001:2015 Certification
Internal Quality Auditors
Documents and Records Custodians

SUBJECT : Updates on QMS Documented Information

DATE : 2 September 2019

This is to inform all concerned Heads and process owners of the latest approved documented information in line with ISO 9001:2015 standards as follows:

Document	Type	Revision Number
1. Quality Manual	Manual	3
2. Control of Documented Information	Procedure	3
3. Internal Quality Audit (IQA)	Procedure	2
4. Nonconformity Corrective Action Report	Form	1
5. IQA Checklist	Form	1
6. IQA Report	Form	1
7. Management Review	Procedure	1
8. Risks and Opportunities Assessment (ROA)	Procedure	2
9. ROA Template	Form	2
10. Risk Action Plan	Form	0 (New)
11. Control of Records	Procedure	1

Said approved documents are now ready for downloading at our DOJ website under QMS dashboard at https://www.doj.gov.ph/md_qms.html.

For your information and guidance.

ASM
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Assistant Secretary