<NAME OF YOUR COMPANY>	**M_001_QUALITY_MANAGEMENT_ SYSTEM**	<DATE> Rev.00

1. Introduction

<NAME OF COMPANY> has set up and implemented a Quality Management System (QMS) according to the ISO 9001:2015 Standard.

The system is based on the philosophy of continual improvement, among others by introducing procedures that enable the company to take all necessary steps in case of nonconformities (corrective and preventive actions, CAPA). A procedure including a schedule of planned internal audits with direct feedback to Top Management completes the system.

2. Content

This QMS consists of:

* This introduction and additional documents (starting with M_.._)
* Procedures covering the requirements of the ISO 9001:2015 Standard (starting with P_.._)
* Work Instructions with more detailed instructions (starting with WI_.._)
* Lists/Logs, such as overviews for certain purposes (starting with L_.._)
* Forms (starting with F_.._)

3. Scope

The scope of our QMS is:
<"DEFINITION OF YOUR MAIN ACTIVITIES SUCH AS PRODUCTION OF CERTAIN GOODS/ PROVISION OF SERVICES">.

4. Sites
<DEFINE SITES SUCH AS "There are only two production sites">

5. Exclusions
<"There are no exclusions of any part of the ISO 9001:2015 Standard", OR DEFINE PART THAT IS EXCLUDED, E.G. DESIGN AND DEVELOPMENT>

6. Outsourced/(sub)contracted processes

The following process(es) is/are outsourced:
- <DEFINE PROCESSES THAT ARE OUTSOURCED/(SUB)CONTRACTED>

Approval of document by	Date of approval	Revision
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