

Financial resources (4.5)	25
Human resources.	25
Competence, awareness and training (4.6-4.25)	25
Infrastructure and the working environment.	30
Infrastructure (4.26-4.28)	30
Working environment (4.29)	31
5. PROCESS IMPLEMENTATION	32
Developing processes (5.1-5.9)	32
Process management.	35
General (5.10-5.12)	35
Identifying the organizational processes (5.13)	36
Process responsibilities (5.14--5.17).	36
Processes contracted to other organizations (5.18-5.23)	37
Generic management system processes	39
Document control (5.24---5.28).....	39
Control of products (5.29-5.33)	40
Measuring and testing equipment (5.34)	40
Control of records (5.35-5.49)	41
Purchasing (5.50-5.51) ,.....	43
Communication (5.52-5.55)	45
Managing organizational change (5.56-5.71)	46
6. MEASUREMENT, ASSESSMENT AND IMPROVEMENT	49
General (6.1-6.3)	49
Monitoring and measurement (6.4-6.5)	50
Self~assessment.	51
Self-assessment by senior management (6.6-6.11)	51
Self-assessment by managers and individuals (6.12-6.21)	52
Independent assessment	55
Types of independent assessment (6.22-6.30)	55
Responsibilities ofthe assessment unit (6.31-6.44)	56
Management system reviw (6.45-6.46)	58
Review inputs (6.47)	59
Review outputs (6.48-6.49)	59
Non~conformances and corrective and preventive actions (6.50-6.58)	60
Non~conformance control (6.59-6.65)	61
Corrective actions (6.66-6.75)	63

Preventive actions (6.76-6.78)	65
Improvement (6.79-6.84)	65
APPENDIX I: TRANSITION TO AN INTEGRATED MANAGEMENT SYSTEM	69
APPENDIX II: ACTIVITIES IN THE DOCUMENT CONTROL PROCESS.	71
APPENDIX III: ACTIVITIES IN THE PROCUREMENT PROCESS	75
APPENDIX IV: PERFORMANCE OF INDEPENDENT ASSESSMENTS	82
REFERENCES ,~.....	85
ANNEX I: ELECTRONIC DOCUMENT MANAGEMENT SYSTEM	87
ANNEX II: MEDIA FOR RECORD STORAGE.	92
ANNEX III; RECORD RETENTION AND STORAGE.	94
GLOSSARY	97
CONTRIBUTORS TO DRAFTING AND REVIEW.	99
BODIES FOR THE ENDORSEMENT OF IAEA SAFETY STANDARDS	103