

Reg. No.

Date of assessment

Assessor

Process			
General			
Process owner/department			
Process description			
Test procedure/measurand			
Details (In general, all assessments only apply to aspects of the CSMS/SUMS)			
	ok	nok	na/ne/Comment
Process description is sufficient and up to date/approved/controlled	<input type="checkbox"/>	<input type="checkbox"/>	
Risks have been defined, analysed and optimised; uncertainty of measurement is known and acceptable	<input type="checkbox"/>	<input type="checkbox"/>	
Responsibilities have been defined, test personnel is competent	<input type="checkbox"/>	<input type="checkbox"/>	
Test equipment is suitable and, if applicable, recognisably calibrated/traceable	<input type="checkbox"/>	<input type="checkbox"/>	
Test environment is suitable and protected against unauthorised access, ingress and tampering; environment conditions have been documented (where necessary)	<input type="checkbox"/>	<input type="checkbox"/>	
Necessary information is available and up to date	<input type="checkbox"/>	<input type="checkbox"/>	
Test instructions: characteristics to be tested, test method/equipment, acceptance criteria	<input type="checkbox"/>	<input type="checkbox"/>	
Test sample has been marked	<input type="checkbox"/>	<input type="checkbox"/>	
Test performed according to test plan and test instruction	<input type="checkbox"/>	<input type="checkbox"/>	
Records			
- Appropriate, legible, consistent, reproducible, correct	<input type="checkbox"/>	<input type="checkbox"/>	
- Analysis, protection, storage, disposal have been organised	<input type="checkbox"/>	<input type="checkbox"/>	
Response plans for non-conformities exist, are appropriate and consistent with the system, suitable, effective	<input type="checkbox"/>	<input type="checkbox"/>	
Tester:			
Test object:			
Checked documents and records:			
- Process descriptions, test instructions, etc:			
- File:			
- Test report:			
- Other			
Test equipment:			
Comments:			

na: not applicable, ne: not evaluated