

ISO 9001:2015	Document No:QS-C-8.1-5	Version No: 1.0	Date Effective:14.09.2018
Document Title: Check list format for Plant ,machinery , Test & measuring instruments			



RESEARCH DESIGNS & STANDARDS ORGANISATION
[QUALITY ASSURANCE S&T DIRECTORATE]
MANAK NAGAR LUCKNOW-226011

QS-C-8.1-5

CHECK LIST FORMAT FOR PLANT, MACHINERY, TEST & MEASURING INSTRUMENTS

1.0 Amendment History:

S. No	Date of Amendment	Version	Reasons for Amendment
1.	14.09.2018	1.0	First issue under the up gradation of documentation for ISO 9001:2015. Approval of ED/QA/S&T on NP- 15 of File no. RDSO/2010/QS/ISO-2008/A Vol-IV on dtd. 14.09.2018

SSE/QA/S&T	AIE/QA/S&T	Dir/QA/S&T	Printed on: 14.09.2018
Prepared By	Checked By	Issued By	Page 1 of 2

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2.0 Purpose:

This is the format template to check the Plant & machinery and Test instruments as per STR.

3.0 Scope of Application:

This format of check list is applicable to QA (Signal & Telecom) Directorate of RDSO.

4.0 Procedure/Details:

The form template is annexed.(2-pages)

While using the form print and use only the annexed form.

5.0 Referenced document (Latest Version)

SN	Doc. No.(Latest Version)	Description
1.	QO-D-8.1-5	Vendor application for registration
2.	QO-D-8.1-6	Vendor application processing
3.	QO-D-8.1-7	Vendor relaxation for registration requirements
4.	QO-D-8.1-8	Vendor registration EOI
5.	QO-D-8.1-9	Vendor list
6.	QO-D-8.1-10	Vendor sample type testing
7.	QO-D-8.1-11	Vendor changes in approved status
8.	QO-D-8.1-12	Vendor changes in vendor entity
9.	QO-D-8.1-13	Quality Audit of Vendor Registration
10.	QO-D-8.1-14	Vendor registration schedule of charges

6.0 Reference document with external origin:

Latest STR issued by Design Dte with regard to the item's for which the approval is being sought

7.0 Associated Records: none

8.0 Responsibility and Authority:

Activity	Responsible	Approver	Supporting	Consulted	Informed
Creation, maintenance of this document	AIE/QA/S&T LKO & Dir/QA/S&T/LKO	ED/QA/S&T	Staff of QA/S&T/Dte including field unit	MR ISO Cell	All Directorate/Field Unit through Intranet
Compliance of directives contained in this document	All Dir/JDir/DD/QA/S&T	ED/QA/S&T	-do-	-----	All Directorate/Field Unit through Intranet
Requirement deviation from directive	Dir/JDir/DD/QA/S&T	ED/QA/S&T	-do-		-----
Issue of new document with version	Dir/JDir/DD/QA/S&T	ED/QA/S&T	-do-	-----	

9.0 Abbreviations: None

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SSE/QA/S&T	AIE/QA/S&T	Dir/QA/S&T	Printed on: 14.09.2018
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CHECK LIST FORMAT FOR PLANT , MACHINERY , TEST & MEASURING INSTRUMENTS

A-DETAILS OF THE M&P AVAILABLE WITH THE FIRM

Sr No	STR Para no	M&P Required as per STR		Details of the M&P available with the firm					
		Name of M&P	Range /Capacity	Name of M&P	Model	Make	Year of make	ID .No	Range /Capacity
A	B	C	D	E	F	G	H	I	J
1									
2									
3									
.									
.									
.									
.									
N									

Date:

Place:

Stamp of the firm

Signature:

Name in capitals:

Designation:

B- DETAILS OF TEST & MEASURING INSTRUMENTS AVAILABLE WITH THE FIRM

Sr No	STR Para no	Requirement of / Test & Measuring Instruments as per STR		Details of the Test & Measuring Instruments available with the firm						
		Name	Range /Capacity	Name	Model	Make	Year of make	ID .No	Range /Capacity	Validity of Calibration
A	B	C	D	E	F	G	H	I	J	K
1										
2										
3										
.										
.										
.										
.										
.										
.										
N										

Signature:

Date:

Name in capitals:

Place:

Stamp of the firm

Designation: