

## ISO IEC 90003 2014 INTERNAL AUDIT TOOL

### 7. REALIZATION COMPLIANCE QUESTIONS

#### 7.3.4 PERFORM PRODUCT DESIGN AND DEVELOPMENT REVIEWS

|     |     |  |   |   |   |
|-----|-----|--|---|---|---|
| 580 | SHL | Have you established a product design and development review process?            | Y | N | X |
| 581 | SHD | Did you establish a software product review process that is appropriate?         | Y | N | X |
| 582 | SHD | Did you decide how formal and rigorous your process should be?                   | Y | N | X |
| 583 | SHD | Do you consider the quality requirements that should be met?                     | Y | N | X |
| 584 | SHD | Do you consider the complexity of your new software product?                     | Y | N | X |
| 585 | SHD | Do you consider the risk associated with the use of your product?                | Y | N | X |
| 586 | SHD | Did you decide what has to be done prior to the conduct of a review?             | Y | N | X |
| 587 | SHD | Did you decide whether or not objectives need to be established?                 | Y | N | X |
| 588 | SHD | Did you decide whether or not meeting agendas should be prepared?                | Y | N | X |
| 589 | SHD | Did you decide whether or not review success criteria need to be set?            | Y | N | X |
| 590 | SHD | Did you establish methods and techniques for monitoring compliance?              | Y | N | X |
| 591 | SHD | Did you figure out how to find out whether rules are being followed?             | Y | N | X |
| 592 | SHD | Did you figure out how to find out whether conventions are being followed?       | Y | N | X |
| 593 | SHD | Did you figure out how to find out whether best practices are being followed?    | Y | N | X |
| 594 | SHD | Did you establish procedures for dealing with identified shortcomings?           | Y | N | X |
| 595 | SHD | Did you document your procedures for dealing with identified shortcomings?       | Y | N | X |
| 596 | SHD | Did you ensure that procedures address product deficiencies and nonconformities? | Y | N | X |
| 597 | SHD | Did you ensure that procedures address process deficiencies and nonconformities? | Y | N | X |
| 598 | SHL | Do you plan software product design and development reviews?                     | Y | N | X |
| 599 | SHD | Do you specify what type of design and development review will be done?          | Y | N | X |
| 600 | SHD | Do you consider doing inspections, walkthroughs, or joint reviews?               | Y | N | X |

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|-----|-----|--|---|---|---|--|
| 601 | SHD | Do you decide if a formal proof of correctness needs to be done?             | Y | N | X |  |
| 602 | SHD | Do you organize your software design and development reviews?                | Y | N | X |  |
| 603 | SHD | Do you decide which functional groups should participate?                    | Y | N | X |  |
| 604 | SHD | Do you decide what the roles of participating personnel will be?             | Y | N | X |  |
| 605 | SHD | Do you consider setting guidelines for all participants?                     | Y | N | X |  |
| 606 | SHD | Do you decide whether or not meetings should be held?                        | Y | N | X |  |
| 607 | SHD | Do you clarify how review meetings should be conducted?                      | Y | N | X |  |
| 608 | SHD | Do you decide what should be done during software reviews?                   | Y | N | X |  |
| 609 | SHD | Do you decide what will be reviewed and how it will be done?                 | Y | N | X |  |
| 610 | SHD | Do you figure out when tasks should be carried out?                          | Y | N | X |  |
| 611 | SHD | Do you figure out what techniques should be used?                            | Y | N | X |  |
| 612 | SHD | Do you decide what documents and records should be available?                | Y | N | X |  |
| 613 | SHD | Do you decide what kind of minutes of meetings should be produced?           | Y | N | X |  |
| 614 | SHD | Do you decide what kind of issues and problems need to be examined?          | Y | N | X |  |
| 615 | SHD | Do you decide what kind of actions and tasks need to be discussed?           | Y | N | X |  |
| 616 | SHD | Do you decide what should be done after the review is finished?              | Y | N | X |  |
| 617 | SHD | Do you figure out how outstanding issues will be followed up?                | Y | N | X |  |
| 618 | SHL | Do you perform reviews in accordance with planned arrangements?              | Y | N | X |  |
| 619 | SHL | Do you make arrangements to carry out reviews at suitable stages?            | Y | N | X |  |
| 620 | SHL | Do you ask people from concerned functions to participate at each stage?     | Y | N | X |  |
| 621 | SHL | Do you evaluate how well design and development results meet requirements?   | Y | N | X |  |
| 622 | SHD | Do you consider feasibility, security, safety, and testability requirements? | Y | N | X |  |

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|-----|-----|--|---|---|---|--|
| 623 | SHL | Do you identify problems and propose actions to address issues and concerns?       | Y | N | X |  |
| 624 | SHD | Do you figure out what must be done to solve problems and address issues?          | Y | N | X |  |
| 625 | SHD | Do you address all review findings and resolve all outstanding concerns?           | Y | N | X |  |
| 626 | SHD | Do you follow up on outstanding problems and actions taken to resolve them?        | Y | N | X |  |
| 627 | SHD | Do you decide whether design and development activities should continue?           | Y | N | X |  |
| 628 | SHD | Do you continue only if the consequences of all known deficiencies are understood? | Y | N | X |  |
| 629 | SHD | Do you continue only if the risk of continuing development is known and accepted?  | Y | N | X |  |
| 630 | SHD | Do you continue only if risks are understood and all relevant participants agree?  | Y | N | X |  |
| 631 | SHL | Do you maintain records of your design and development reviews?                    | Y | N | X |  |
| 632 | SHL | Do you record the results of design and development reviews?                       | Y | N | X |  |
| 633 | SHL | Do you record the actions taken to follow-up on these reviews?                     | Y | N | X |  |

#### 7.3.5 CONDUCT PRODUCT DESIGN AND DEVELOPMENT VERIFICATIONS

|     |     |   |   |   |   |  |
|-----|-----|---|---|---|---|--|
| 634 | SHL | Do you plan product design and development verification activities?           | Y | N | X |  |
| 635 | SHL | Do you make arrangements to do design and development verifications?          | Y | N | X |  |
| 636 | SHL | Do you perform verifications in accordance with your planned arrangements?    | Y | N | X |  |
| 637 | SHL | Do you verify that design and development outputs meet input requirements?    | Y | N | X |  |
| 638 | MAY | Do you use output inspections, walkthroughs, and demonstrations?              | Y | N | X |  |
| 639 | MAY | Do you consider using prototypes, simulations, tests, and analyses?           | Y | N | X |  |
| 640 | SHD | Do you use special verification methods when software is complex or critical? | Y | N | X |  |
| 641 | SHD | Do you consider using complexity metrics, peer reviews, or formal methods?    | Y | N | X |  |
| 642 | SHD | Do you decide whether verified outputs should be accepted for subsequent use? | Y | N | X |  |
| 643 | SHD | Do you accept outputs only if all findings have been addressed and resolved?  | Y | N | X |  |

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|     |     |   |   |   |   |  |
|-----|-----|---|---|---|---|--|
| 644 | SHL | Do you maintain records of your design and development verifications? | Y | N | X |  |
| 645 | SHL | Do you record the results of design and development verifications?    | Y | N | X |  |
| 646 | SHL | Do you record actions taken to follow up on your verifications?       | Y | N | X |  |
| 647 | SHD | Do you check actions to make sure that they were carried out?         | Y | N | X |  |

### 7.3.6 CARRY OUT PRODUCT DESIGN AND DEVELOPMENT VALIDATIONS

|     |     |  |   |   |   |  |
|-----|-----|--|---|---|---|--|
| 648 | SHL | Do you plan product design and development validation activities?            | Y | N | X |  |
| 649 | SHL | Do you make arrangements to do design and development validations?           | Y | N | X |  |
| 650 | SHL | Do you perform validations in accordance with your planned arrangements?     | Y | N | X |  |
| 651 | SHL | Do you confirm that product is capable of meeting intended use requirements? | Y | N | X |  |
| 652 | SHL | Do you complete validations before product is implemented or delivered?      | Y | N | X |  |
| 653 | SHL | Do you keep records of design and development validations?                   | Y | N | X |  |
| 654 | SHL | Do you record results of design and development validations?                 | Y | N | X |  |
| 655 | SHL | Do you record necessary actions taken to follow up on validations?           | Y | N | X |  |

### 7.3.6.1 CARRY OUT PLANNED SOFTWARE VALIDATION ACTIVITIES

|     |     |   |   |   |   |  |
|-----|-----|---|---|---|---|--|
| 656 | SHD | Do you plan your software product design and development validation activities?     | Y | N | X |  |
| 657 | MAY | Do you consider whether it is feasible or possible to fully validate your software? | Y | N | X |  |
| 658 | MAY | Do you consider whether product can be validated under operational conditions?      | Y | N | X |  |
| 659 | MAY | Do you consider whether actual circumstances are rare or difficult to simulate?     | Y | N | X |  |
| 660 | MAY | Do you consider whether testing under actual circumstances could be dangerous?      | Y | N | X |  |
| 661 | MAY | Do you consider whether alternative software validation methods must be used?       | Y | N | X |  |
| 662 | MAY | Do you select methods that are commensurate with the risk you're taking?            | Y | N | X |  |
| 663 | MAY | Do you select methods that add confidence that software will perform correctly?     | Y | N | X |  |

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|  |     |   |   |   |   |  |
|--|-----|---|---|---|---|--|
| 664  | MAY | Do you consider what would happen if software design and development fails?       | Y | N | X |  |
| 665  | MAY | Do you consider whether configuration audits or evaluations should also be done?  | Y | N | X |  |
| 666  | SHD | Do you validate your software product before you ask your customer to accept it?  | Y | N | X |  |
| 667  | SHD | Do you establish conditions similar to the customer's application environment?    | Y | N | X |  |
| 668  | SHD | Do you identify differences between your own environment and the customer's?      | Y | N | X |  |
| 669  | SHD | Do you justify and record all differences as early in the life cycle as possible? | Y | N | X |  |
| 670  | SHD | Do you justify and record any risks that are taken because environments differ?   | Y | N | X |  |
| 671  | SHD | Do you confirm that software product will meet its operational requirements?      | Y | N | X |  |
| 672  | SHD | Do you confirm that your software product will meet contractual requirements?     | Y | N | X |  |
| 673  | SHD | Do you confirm that your software product will meet intended use requirements?    | Y | N | X |  |
| 674  | MAY | Do you use other methods when software validation is unfeasible or impossible?    | Y | N | X |  |
| 675  | MAY | Do you use configuration audits to confirm that software meets requirements?      | Y | N | X |  |
| 676  | MAY | Do you use audits to see if contract and intended use requirements are met?       | Y | N | X |  |
| 677  | MAY | Do you use review, inspection, and test records to see if requirements are met?   | Y | N | X |  |
| 678  | MAY | Do you use analyses, simulations, and emulations to see if requirements are met?  | Y | N | X |  |
| 679  | MAY | Do you establish software product design and development validation records?      | Y | N | X |  |
| 680  | MAY | Do you record the results of design and development validation activities?        | Y | N | X |  |
| 681  | MAY | Do you record the actions to be taken to meet specified requirements?             | Y | N | X |  |
| 682  | MAY | Do you record when these actions are actually completed?                          | Y | N | X |  |
| <b>7.3.6.2 CARRY OUT PLANNED SOFTWARE TESTING ACTIVITIES</b> |     |   |   |   |   |  |
| 683  | MAY | Do you consider using tests to validate software?                                 | Y | N | X |  |
| 684  | MAY | Do you establish software testing procedures?                                     | Y | N | X |  |

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|-----|-----|--|---|---|---|--|
| 685 | MAY | Do you clarify how testing should be managed?                | Y | N | X |  |
| 686 | MAY | Do you clarify how changes should be managed?                | Y | N | X |  |
| 687 | MAY | Do you clarify how problems should be managed?               | Y | N | X |  |
| 688 | MAY | Do you clarify how test results should be managed?           | Y | N | X |  |
| 689 | MAY | Do you clarify how test results should be recorded?          | Y | N | X |  |
| 690 | MAY | Do you clarify how test results should be analyzed?          | Y | N | X |  |
| 691 | MAY | Do you plan your software testing activities?                | Y | N | X |  |
| 692 | MAY | Do you establish software testing plans?                     | Y | N | X |  |
| 693 | MAY | Do you clarify software testing requirements?                | Y | N | X |  |
| 694 | MAY | Do you consider your product risk profile?                   | Y | N | X |  |
| 695 | MAY | Do you consider your product's complexity?                   | Y | N | X |  |
| 696 | MAY | Do you consider your testing environment?                    | Y | N | X |  |
| 697 | MAY | Do you consider control requirements?                        | Y | N | X |  |
| 698 | MAY | Do you set objectives and clarify expected results?          | Y | N | X |  |
| 699 | MAY | Do you define your approach to software testing?             | Y | N | X |  |
| 700 | MAY | Do you consider testing individual software components?      | Y | N | X |  |
| 701 | MAY | Do you consider testing aggregations of components?          | Y | N | X |  |
| 702 | MAY | Do you consider testing complete software products?          | Y | N | X |  |
| 703 | MAY | Do you consider doing qualification tests prior to delivery? | Y | N | X |  |
| 704 | MAY | Do you confirm that software meets defined requirements?     | Y | N | X |  |
| 705 | MAY | Do you consider doing acceptance tests of complete product?  | Y | N | X |  |
| 706 | MAY | Do you confirm that software meets acceptance criteria?      | Y | N | X |  |

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|-----|-----|--|---|---|---|--|
| 707 | MAY | Do you confirm that customer accepts final product?          | Y | N | X |  |
| 708 | MAY | Do you consider doing regression tests when products change? | Y | N | X |  |
| 709 | MAY | Do you confirm that capabilities have not been compromised?  | Y | N | X |  |
| 710 | MAY | Do you select appropriate software testing tools?            | Y | N | X |  |
| 711 | MAY | Do you qualify and control your testing tools?               | Y | N | X |  |
| 712 | MAY | Do you select appropriate test cases and test data?          | Y | N | X |  |
| 713 | MAY | Do you consider your test inputs and outputs?                | Y | N | X |  |
| 714 | MAY | Do you specify the sequence and scope of testing?            | Y | N | X |  |
| 715 | MAY | Do you identify your testing resource requirements?          | Y | N | X |  |
| 716 | MAY | Do you identify physical resource requirements?              | Y | N | X |  |
| 717 | MAY | Do you identify human resource requirements?                 | Y | N | X |  |
| 718 | MAY | Do you document your software testing plans?                 | Y | N | X |  |
| 719 | MAY | Do you use testing methods to validate software?             | Y | N | X |  |
| 720 | MAY | Do you implement your software testing plans?                | Y | N | X |  |
| 721 | MAY | Do you control your software testing environment?            | Y | N | X |  |
| 722 | MAY | Do you test the validity of your software products?          | Y | N | X |  |
| 723 | MAY | Do you test the validity of individual software components?  | Y | N | X |  |
| 724 | MAY | Do you test the validity of complete software products?      | Y | N | X |  |
| 725 | MAY | Do you test the validity of changes to your software?        | Y | N | X |  |
| 726 | MAY | Do you record the results of your testing activities?        | Y | N | X |  |
| 727 | MAY | Do you record any limitations to testing activities?         | Y | N | X |  |
| 728 | MAY | Do you review software testing plans and activities?         | Y | N | X |  |

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## 7. REALIZATION COMPLIANCE QUESTIONS

### 7.3.7 CONTROL PRODUCT DESIGN AND DEVELOPMENT CHANGES

|     |     |   |   |   |   |
|-----|-----|---|---|---|---|
| 729 | SHD | Do you use configuration management to control changes?                               | Y | N | X |
| 730 | SHL | Do you identify changes in software design and development?                           | Y | N | X |
| 731 | SHL | Do you record changes in software design and development?                             | Y | N | X |
| 732 | SHL | Do you review changes in software design and development?                             | Y | N | X |
| 733 | SHL | Do you evaluate the impact of changes in software?                                    | Y | N | X |
| 734 | SHL | Do you evaluate the impact on previously delivered products?                          | Y | N | X |
| 735 | SHL | Do you evaluate the impact on parts that make up the product?                         | Y | N | X |
| 736 | SHL | Do you maintain a record of your review of changes?                                   | Y | N | X |
| 737 | SHL | Do you record the results of your review of changes in software?                      | Y | N | X |
| 738 | SHL | Do you record any remedial actions that should be taken?                              | Y | N | X |
| 739 | SHL | Do you verify changes in software design and development?                             | Y | N | X |
| 740 | SHL | Do you validate changes in software design and development?                           | Y | N | X |
| 741 | SHL | Do you approve changes in software design and development?                            | Y | N | X |
| 742 | SHL | Do you approve software changes before you implement them?                            | Y | N | X |
| 743 | SHD | Do you confirm that product consistency is maintained whenever product changes?       | Y | N | X |
| 744 | SHD | Do you confirm that consistency is maintained whenever user manual changes?           | Y | N | X |
| 745 | SHD | Do you confirm that consistency is maintained whenever software code changes?         | Y | N | X |
| 746 | SHD | Do you confirm that consistency is maintained whenever software designs change?       | Y | N | X |
| 747 | SHD | Do you confirm that consistency is maintained whenever test specifications change?    | Y | N | X |
| 748 | SHD | Do you confirm that consistency is maintained whenever software requirements change?  | Y | N | X |
| 749 | SHD | Do you confirm that consistency is maintained whenever other additional items change? | Y | N | X |

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### 7.4 PURCHASING COMPLIANCE QUESTIONS

#### 7.4.1 MANAGE PURCHASING PROCESS

|     |     |   |   |   |   |  |
|-----|-----|---|---|---|---|--|
| 750 | SHL | Have you established criteria to control your suppliers?                          | Y | N | X |  |
| 751 | SHL | Have you established criteria to select your suppliers?                           | Y | N | X |  |
| 752 | SHL | Have you established criteria to evaluate your suppliers?                         | Y | N | X |  |
| 753 | SHL | Have you established criteria to re-evaluate your suppliers?                      | Y | N | X |  |
| 754 | SHL | Do you evaluate suppliers' ability to supply products?                            | Y | N | X |  |
| 755 | SHL | Do you evaluate their ability to meet purchase requirements?                      | Y | N | X |  |
| 756 | SHL | Do you record your supplier performance evaluations?                              | Y | N | X |  |
| 757 | SHL | Do you record the results of your supplier evaluations?                           | Y | N | X |  |
| 758 | SHL | Do you record supplier evaluation follow-up actions?                              | Y | N | X |  |
| 759 | SHL | Do you select suppliers that can meet requirements?                               | Y | N | X |  |
| 760 | SHL | Do you select suppliers that are capable of meeting requirements?                 | Y | N | X |  |
| 761 | SHL | Do you control your product purchasing process?                                   | Y | N | X |  |
| 762 | SHL | Do you ensure that purchases meet specified purchase requirements?                | Y | N | X |  |
| 763 | SHL | Do you exert greater control over purchases that influence product realization?   | Y | N | X |  |
| 764 | SHL | Do you exert greater control over suppliers who influence product realization?    | Y | N | X |  |
| 765 | SHL | Do you exert greater control over products that influence product realization?    | Y | N | X |  |
| 766 | SHL | Do you exert greater control over purchases that influence your final product?    | Y | N | X |  |
| 767 | SHL | Do you exert greater control over suppliers who can influence your final product? | Y | N | X |  |
| 768 | SHL | Do you exert greater control over products that influence your final product?     | Y | N | X |  |

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### 7.4.1.1 CONTROL PURCHASED PRODUCTS AND SERVICES

|     |     |  |   |   |   |  |
|-----|-----|--|---|---|---|--|
| 769 | MAY | Have you established control over your purchasing process?                     | Y | N | X |  |
| 770 | MAY | Do you control purchases that influence the supply of software products?       | Y | N | X |  |
| 771 | MAY | Do you control purchases that influence the development of software products?  | Y | N | X |  |
| 772 | MAY | Do you control purchases that influence the installation of software products? | Y | N | X |  |
| 773 | MAY | Do you control purchases that influence the maintenance of software products?  | Y | N | X |  |
| 774 | MAY | Do you control purchased products and services?                                | Y | N | X |  |
| 775 | MAY | Do you control the purchase of products?                                       | Y | N | X |  |
| 776 | MAY | Do you control the purchase of software?                                       | Y | N | X |  |
| 777 | MAY | Do you control the purchase of commercial-off-the-shelf items?                 | Y | N | X |  |
| 778 | MAY | Do you control the purchase of shareware (and freeware)?                       | Y | N | X |  |
| 779 | MAY | Do you control the purchase of customized software?                            | Y | N | X |  |
| 780 | MAY | Do you control the purchase of development tools?                              | Y | N | X |  |
| 781 | MAY | Do you control the purchase of debuggers and profilers?                        | Y | N | X |  |
| 782 | MAY | Do you control the purchase of code editors and analyzers?                     | Y | N | X |  |
| 783 | MAY | Do you control the purchase of compilers and interpreters?                     | Y | N | X |  |
| 784 | MAY | Do you control the purchase of documentation generators?                       | Y | N | X |  |
| 785 | MAY | Do you control the purchase of configuration managers?                         | Y | N | X |  |
| 786 | MAY | Do you control the purchase of hardware?                                       | Y | N | X |  |
| 787 | MAY | Do you control the purchase of hardware products?                              | Y | N | X |  |
| 788 | MAY | Do you control the purchase of computer hardware?                              | Y | N | X |  |
| 789 | MAY | Do you control the purchase of communications hardware?                        | Y | N | X |  |

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|     |     |   |   |   |   |
|-----|-----|---|---|---|---|
| 790 | MAY | Do you control the purchase of hardware components?                       | Y | N | X |
| 791 | MAY | Do you control the purchase of documents?                                 | Y | N | X |
| 792 | MAY | Do you control the purchase of user documentation?                        | Y | N | X |
| 793 | MAY | Do you control the purchase of training materials?                        | Y | N | X |
| 794 | MAY | Do you control the purchase of product documentation?                     | Y | N | X |
| 795 | MAY | Do you control the purchase of services?                                  | Y | N | X |
| 796 | MAY | Do you control the purchase of outsourced services?                       | Y | N | X |
| 797 | MAY | Do you control the purchase of outsourced testing services?               | Y | N | X |
| 798 | MAY | Do you control the purchase of outsourced validation services?            | Y | N | X |
| 799 | MAY | Do you control the purchase of outsourced verification services?          | Y | N | X |
| 800 | MAY | Do you control the purchase of outsourced development services?           | Y | N | X |
| 801 | MAY | Do you control the purchase of outsourced facilities management services? | Y | N | X |
| 802 | MAY | Do you control the purchase of subcontracted services?                    | Y | N | X |
| 803 | MAY | Do you control the purchase of contract staff and related services?       | Y | N | X |
| 804 | MAY | Do you control the purchase of design and development services?           | Y | N | X |
| 805 | MAY | Do you control the purchase of training programs and services?            | Y | N | X |
| 806 | MAY | Do you manage purchased product and service risk?                         | Y | N | X |
| 807 | MAY | Do you manage the risks associated with purchased products?               | Y | N | X |
| 808 | MAY | Do you assess the maturity and capability of supplier's processes?        | Y | N | X |
| 809 | MAY | Do you manage the risks associated with purchased services?               | Y | N | X |
| 810 | MAY | Do you manage the risks associated with purchased licensing services?     | Y | N | X |
| 811 | MAY | Do you manage the risks associated with purchased help desk services?     | Y | N | X |

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|--|-----|---|---|---|---|--|
| 812  | MAY | Do you manage the risks associated with purchased maintenance services?               | Y | N | X |  |
| 813  | MAY | Do you manage the risks associated with purchased customer support services?          | Y | N | X |  |
| <b>7.4.1.2 CONTROL THE USE OF EXTERNAL RESOURCES</b> |     |   |   |   |   |  |
| 814  | MAY | Do you control the use of external documents?   | Y | N | X |  |
| 815  | MAY | Do you control the use of user documentation?   | Y | N | X |  |
| 816  | MAY | Do you treat user documents as product components that must be controlled?            | Y | N | X |  |
| 817  | MAY | Do you use contracts to ensure that all user documentation will be controlled?        | Y | N | X |  |
| 818  | MAY | Do you use configuration management methods to control user documentation?            | Y | N | X |  |
| 819  | MAY | Do you control the use of product documentation?                                      | Y | N | X |  |
| 820  | MAY | Do you treat product documents as product components that must be controlled?         | Y | N | X |  |
| 821  | MAY | Do you use contracts to ensure that all product documentation will be controlled?     | Y | N | X |  |
| 822  | MAY | Do you use configuration management methods to control product documentation?         | Y | N | X |  |
| 823  | MAY | Do you control the use of training courses and materials?                             | Y | N | X |  |
| 824  | MAY | Do you treat training materials as product components that must be controlled?        | Y | N | X |  |
| 825  | MAY | Do you use contracts to ensure that all training resource materials are controlled?   | Y | N | X |  |
| 826  | MAY | Do you use configuration management methods to control training resources?            | Y | N | X |  |
| 827  | MAY | Do you control the use of external personnel?   | Y | N | X |  |
| 828  | MAY | Do you confirm that contract staff are competent and have the skills you need?        | Y | N | X |  |
| 829  | MAY | Do you ensure that contract staff are competent before they become part of your team? | Y | N | X |  |
| 830  | MAY | Do you control the use of external suppliers?   | Y | N | X |  |
| 831  | MAY | Do you consider using the whole of ISO 9001 to control product and service suppliers? | Y | N | X |  |
| 832  | MAY | Do you evaluate suppliers' proposals and process capabilities before you select them? | Y | N | X |  |

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|   |     |  |   |   |   |  |
|---|-----|--|---|---|---|--|
| 833   | MAY | Do you analyze their answers to questions and review plans and performance history?    | Y | N | X |  |
| 834   | MAY | Do you review suppliers' software quality and verification plans before you hire them? | Y | N | X |  |
| 835   | MAY | Do you re-evaluate suppliers' performance during product design and development?       | Y | N | X |  |
| 836   | MAY | Do you use project management reviews to monitor your suppliers' performance?          | Y | N | X |  |
| <b>7.4.2 CLARIFY PURCHASING INFORMATION</b> |     |  |   |   |   |  |
| 837   | SHL | Do you specify purchasing requirements?  | Y | N | X |  |
| 838   | SHL | Do you specify your product requirements?  | Y | N | X |  |
| 839   | SHL | Do you describe the product you plan to purchase?                                      | Y | N | X |  |
| 840   | MAY | Do you describe the software you plan to purchase?                                     | Y | N | X |  |
| 841   | MAY | Do you specify product name, number, version, and configuration?                       | Y | N | X |  |
| 842   | MAY | Do you specify the requirements that software product must meet?                       | Y | N | X |  |
| 843   | MAY | Do you describe the standards that must be applied?                                    | Y | N | X |  |
| 844   | MAY | Do you identify the communications protocols that must be followed?                    | Y | N | X |  |
| 845   | MAY | Do you identify the architectural specifications that must be followed?                | Y | N | X |  |
| 846   | MAY | Do you identify the coding standards and rules that must be followed?                  | Y | N | X |  |
| 847   | SHL | Do you specify your process requirements?  | Y | N | X |  |
| 848   | SHL | Do you specify your procedure requirements?  | Y | N | X |  |
| 849   | MAY | Do you identify the procedures or work instructions that suppliers must follow?        | Y | N | X |  |
| 850   | SHL | Do you specify your equipment requirements?  | Y | N | X |  |
| 851   | MAY | Do you specify your environment requirements?  | Y | N | X |  |
| 852   | MAY | Do you describe the software development environment that will be used?                | Y | N | X |  |
| 853   | MAY | Do you describe mandatory hardware, facilities, and development tools?                 | Y | N | X |  |

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|-----|-----|---|---|---|---|--|
| 854 | MAY | Do you describe the target computing environment that must be accommodated? | Y | N | X |  |
| 855 | MAY | Do you describe hardware and operating system that must be accommodated?    | Y | N | X |  |
| 856 | SHL | Do you specify your personnel requirements?                                 | Y | N | X |  |
| 857 | SHL | Do you describe required personnel qualifications?                          | Y | N | X |  |
| 858 | MAY | Do you describe personnel training requirements?                            | Y | N | X |  |
| 859 | MAY | Do you describe product knowledge requirements?                             | Y | N | X |  |
| 860 | SHL | Do you specify your QMS requirements?                                       | Y | N | X |  |
| 861 | SHL | Do you approve your purchasing requirements?                                | Y | N | X |  |
| 862 | SHL | Do you discuss purchasing requirements with suppliers?                      | Y | N | X |  |
| 863 | SHL | Do you make sure they're adequate before you share them?                    | Y | N | X |  |

### 7.4.3 VERIFY PURCHASED PRODUCTS

|     |     |  |   |   |   |  |
|-----|-----|--|---|---|---|--|
| 864 | SHL | Have you established purchase verification and inspection methods?                   | Y | N | X |  |
| 865 | SHL | Did you figure out how to verify that products meet requirements?                    | Y | N | X |  |
| 866 | SHL | Did you establish methods that can be used at your own premises?                     | Y | N | X |  |
| 867 | SHL | Did you establish methods that can be used at your supplier's premises?              | Y | N | X |  |
| 868 | SHL | Did you establish methods that you can use at your supplier's premises?              | Y | N | X |  |
| 869 | SHL | Do you ensure that purchasing documents specify verification and inspection methods? | Y | N | X |  |
| 870 | SHL | Do you ensure that documents describe how you plan to handle product release?        | Y | N | X |  |
| 871 | SHL | Did you establish methods that your customers can use at supplier's premises?        | Y | N | X |  |
| 872 | SHL | Do you ensure that documents show how customers will verify and inspect products?    | Y | N | X |  |
| 873 | SHL | Do you ensure that documents show how customers will handle product release?         | Y | N | X |  |
| 874 | SHD | Did you figure out how to verify purchased software and services?                    | Y | N | X |  |

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|     |     |   |   |   |   |  |
|-----|-----|---|---|---|---|--|
| 875 | SHD | Did you figure out how to verify that software products meet requirements?        | Y | N | X |  |
| 876 | SHD | Did you figure out how to verify purchased software used in development?          | Y | N | X |  |
| 877 | MAY | Did you figure out how to verify purchased hardware used in development?          | Y | N | X |  |
| 878 | SHD | Did you figure out how to verify that software services meet requirements?        | Y | N | X |  |
| 879 | MAY | Did you figure out how subcontracted work will be verified and validated?         | Y | N | X |  |
| 880 | MAY | Did you figure out how to verify that subcontractor's software is acceptable?     | Y | N | X |  |
| 881 | SHD | Did you figure out how to verify that contract staff meet requirements?           | Y | N | X |  |
| 882 | SHD | Do you consider contractor's education, training, skills, and experience?         | Y | N | X |  |
| 883 | SHD | Do you consider programming, development, and system management skills?           | Y | N | X |  |
| 884 | SHD | Did you figure out how to verify data that has been purchased or obtained?        | Y | N | X |  |
| 885 | SHL | Do you apply your purchase verification and inspection methods?                   | Y | N | X |  |
| 886 | SHL | Do you verify that purchased products meet your purchase requirements?            | Y | N | X |  |
| 887 | SHL | Do you verify or inspect purchased products at your organization's premises?      | Y | N | X |  |
| 888 | SHL | Do you verify or inspect purchased products at supplier's premises (if required)? | Y | N | X |  |
| 889 | SHL | Do you make arrangements to verify or inspect products at supplier's premises?    | Y | N | X |  |
| 890 | SHL | Do you arrange for your organization to verify or inspect purchased products?     | Y | N | X |  |
| 891 | SHL | Do you arrange for your customers to verify or inspect purchased products?        | Y | N | X |  |
| 892 | SHD | Do you verify that purchased software and services meet requirements?             | Y | N | X |  |
| 893 | SHD | Do you verify that software products comply with contractual requirements?        | Y | N | X |  |
| 894 | SHD | Do you verify that purchased software meets your acceptance criteria?             | Y | N | X |  |
| 895 | SHD | Do you verify the acceptability of software used in product development?          | Y | N | X |  |
| 896 | MAY | Do you verify the acceptability of hardware used in product development?          | Y | N | X |  |
| 897 | SHD | Do you verify the acceptability of the medium used to provide software?           | Y | N | X |  |

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|-----|-----|---|---|---|---|
| 898 | SHD | Do you verify the performance of software products before they are used?      | Y | N | X |
| 899 | SHD | Do you test software products to make sure that they perform as specified?    | Y | N | X |
| 900 | SHD | Do you test purchased software before incorporation into final products?      | Y | N | X |
| 901 | SHD | Do you consider testing purchased software at the supplier's premises?        | Y | N | X |
| 902 | SHD | Do you segregate product being tested from sources of contamination?          | Y | N | X |
| 903 | SHD | Do you verify that software services comply with contractual requirements?    | Y | N | X |
| 904 | MAY | Do you verify that subcontracted software development work is acceptable?     | Y | N | X |
| 905 | MAY | Do you verify that software developed by others will work with your software? | Y | N | X |
| 906 | SHD | Do you verify that contract staff members meet your acceptance criteria?      | Y | N | X |
| 907 | MAY | Do you establish a record of all relevant qualifications and training?        | Y | N | X |
| 908 | SHD | Do you verify that purchased or obtained data meets requirements?             | Y | N | X |
| 909 | SHD | Do you verify that the data source and content is acceptable?                 | Y | N | X |
| 910 | SHD | Do you verify that data format and medium is acceptable?                      | Y | N | X |
| 911 | SHD | Do you verify that the data meets regulatory requirements?                    | Y | N | X |

912 Etcetera ...

Now that you've seen a detailed sample of our approach, please consider purchasing our complete **ISO IEC 90003 2014 Internal Audit Tool (Title 76)**. If you purchase our internal audit tool, you'll find that it's integrated, detailed, exhaustive, and easy to understand. We guarantee it.

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