

## Quality System Procedure

QSP 7.1-02

Subject: Control of Infrastructure

### **1.0 Purpose**

### **2.0 Scope**

### **3.0 Responsibility and Authority**

### **4.0 Procedure**

4.1. General

4.2. Maintenance

4.3. Inspection of buildings and utilities

4.4. Energy management

4.5. IT management

### **5.0 Criteria and Risks of 'Control of Infrastructure' Process**

5.1 Criteria of 'Control of Infrastructure' Process

5.2 Addressing the risks and opportunities of the 'Control of Infrastructure' process

### **6.0 Documented information of 'Control of Infrastructure' Process**

*Quality system forms included:*

- QSF 7.1-02-01 Infrastructure object Commissioning certificate
- QSF 7.1-02-02 Annual routine maintenance and preventive maintenance schedules
- QSF 7.1-02-03 Annual overhauls schedule
- QSF 7.1-02-04 Maintenance instructions
- QSF 7.1-02-05 Equipment unit maintenance journal

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- QSF 7.1-02-06 Records of buildings and utilities inspection
- QSF 7.1-02-07 Confidentiality Agreement.
- QSF 7.1-02-08 Information structure to communicate matters relevant to quality management system

**7.0 Revision History**

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**4.0 Procedure**

**4.1 General**

4.1.1. 'Control of Infrastructure' process model diagram.

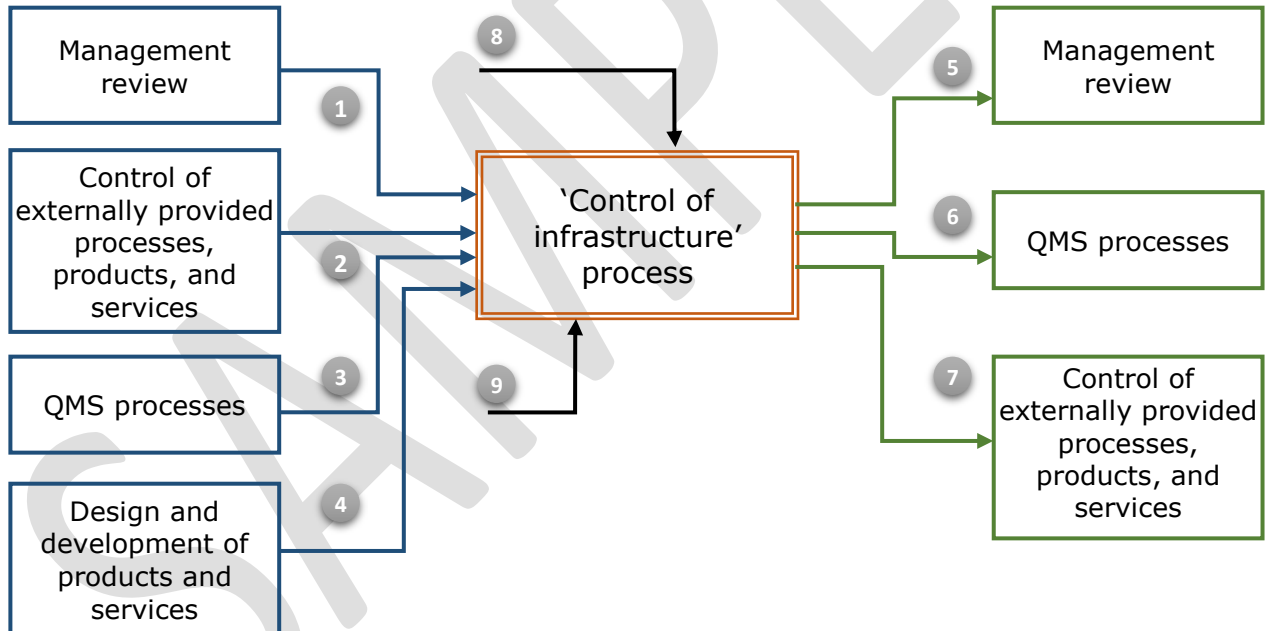


Fig. 1 'Control of Infrastructure' Process Diagram

Inputs

- ① – Decisions on the provision and development of infrastructure in QMS processes.

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- 2
  - Purchased equipment, spare parts.
  - Equipment, repaired by external providers.
  - Power utilities.
  - Purchased computer and information systems' hardware, software.
- 3
  - Information about the status and needs in infrastructure.
- 4
  - Technical documentation for the equipment, including maintenance requirements.

### Outputs

- 5
  - Information on infrastructure adequacy.
  - Suitable equipment (complies with the original requirements, maintenance was performed).
  - Buildings and utilities suitable for use.
- 6
  - Energy resources.
  - Computer and information systems' hardware, software, Organization's information security systems, wired telephone networks, administered information flows.
- 7
  - Infrastructure objects purchase requests.
  - QSP 7.1-02 Control of infrastructure.
  - QSP 7.5-01 Control of documented information.
  - QSP 8.4-01 Control of externally provided processes, products, and services.
- 8
  - MM 6.1-01-01 'Actions to address risks and opportunities in QMS processes.
- 9
  - 'Control of infrastructure' process resources, including budget.

#### 4.1.2 Organization's infrastructure includes the following items

- equipment;
- buildings and engineering systems;
- power resources;
- communications;
- computer and information systems' hardware, software.

#### 4.1.3 'Control of infrastructure' process includes the following sub-processes:

## Quality System Procedure

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- maintenance;
- inspection of buildings and engineering systems;
- power resources management;
- IT management.

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