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## Quality Procedure ISO 9001: 2008 – Control of Documents

### 1 Purpose

FablessSemi Inc<sup>1</sup> controls all documents that are required by our Quality Management System (QMS).

The purpose of this procedure is to define the process and responsibilities to ensure that internal documents, external and customer-supplied documents (standards, specifications, procedures, etc.), and data within FablessSemi Inc are controlled.

### 2 Scope

The requirements of this procedure apply to all drawings, procedures, work instructions, forms, etc. used within the QMS that affect the quality of products or services at FablessSemi Inc.

### 3 Revision History

#### 3.1.1 Approval

This Quality Procedure has been approved for use throughout FablessSemi Inc:

**Date of Initial Version:** February 2<sup>nd</sup>, 2009  
**Name and Title of Approver:** Any Name (Director)  
**Date of Approval:** April 21<sup>st</sup>, 2009

This Quality Procedure was written and published by **Any Name** of FablessSemi Inc. Please contact [any.name@fabless-semi.com](mailto:any.name@fabless-semi.com) with questions, comments and improvement ideas.

#### 3.1.2 Revision History

The following revisions have been made to this procedure since its initial publication:

Revision Date	List of Changes	Author	Approval
02/02/09	First draft	PW	
10/03/09	Incorporated review comments from the QA team and up-issued	PW	
21/04/09	Issued as an example document and published to the Extranet Library at <a href="http://www.cognidox.com">www.cognidox.com</a>	PW	PW

### 4 Related Documents

All references to ISO 9001 in this procedure refer to the requirements of ISO 9001:2008.

<sup>1</sup> FablessSemi Inc is a fictional company. The domain [www.fabless-semi.com](http://www.fabless-semi.com) is registered and controlled by Cognidox Limited ([www.cognidox.com](http://www.cognidox.com)) as a demonstration of its document control software.

# Iso 9001 Document Control Procedure Example

**Marilyn R. Block, I. Robert Marash**



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