

D118: DEMO OF ISO/IEC 17020:2026 DOCUMENTATION KIT **Price 540 USD**

Totally editable documentation package for quick process improvement
Completely editable documentation toolkit (Quality Manual, Procedures, Exhibits, Inspection Methods, Blank Forms, etc.)

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Chapter-1.0 CONTENTS OF ISO/IEC 17020:2026 DOCUMENTATION KIT (More than 65 document files)

A. This editable documentation kit has 8 main directories in Word/Excel, as below:

Sr. No.	Directory	Details of Documents
1.	Quality Manual	01 Files in MS Word
2.	Quality Procedures	15 Procedures in MS Word
3.	Exhibits	05 Exhibits in MS Word
4.	Inspection Methods	05 Inspection Methods in MS Word
5.	Blank Formats /Templates	38 Blank Formats in MS Word
6.	ISO/IEC 17020:2026 Audit checklist	Approx.300 questions
7.	Sample Risk Assessment Sheet	01 File in MS Excel
8.	ISO/IEC 17020:2026 document compliance matrix (Requirement wise reference documented information)	01 File in MS Excel

Total 67 files in editable form; Quick Download by e-delivery

B. Documented information package:

Our documentation kit contains sample documents required for ISO/IEC 17020:2026 accreditation for Inspection agency as listed below. **All documents are in MS-Word/Excel files and you can edit them.** You can make changes as per your organization's need and **within few days your entire documents** with all necessary controls will be ready. In the ISO/IEC 17020:2026, documented information (procedures, work instructions, etc.) are required at few places only. But for making the system better, we have provided many editable templates from which a user can select templates as per their own requirement and make some minor changes in them to make own system. Two types of documented information are provided in this kit, as listed below:

1. Maintain documented information (Quality Manual, Procedures, Inspection methods, etc.)
2. Retain documented information (Forms / Templates)

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Under the main directories, further files are provided in MS Word document as per the details given below.

1. Quality Manual (8 Chapters and 1 Annexure):

It is a sample copy of Quality manual having clause-wise details of how ISO/IEC 17020:2026 system is implemented. The Quality manual is tier-1 of ISO/IEC 17020:2026 documents and covers list of procedures as well as overview of organization. This manual has total 8 chapters covering company profile, amendment sheet, index, clause-wise details as per ISO/IEC 17020:2026 for implementation, sample quality policy and organization chart.

(A) Table of Contents

Chapter No.	Subject	Amendment No.	Page No.	ISO/IEC 17020 Clause Ref.
1	Cover page, Table of contents, amendment record sheet and glossary of terms (abbreviation)	00	1 – 5	=====
2	Authorization statement and organization profile	00	6 – 8	=====
3	Control and distribution	00	9 – 10	=====
4.0	General requirements			4.0
	4.1	Impartiality	00 11 – 12	
	4.2	Confidentiality	00 13	
5.0	Structural requirements			5.0
	5.1	Independence	00 14	
	5.2	Legal entity and liabilities	00 14 – 15	
	5.3	Organization and management	00 15 – 16	
6.0	Resource requirements			6.0
	6.1	Personnel	00 17 – 19	
	6.2	Facilities and equipment	00 20 – 21	
	6.3	Externally provided products and services	00 22 – 23	
7.0	Process requirements			7.0
	7.1	Review of requests, tenders and contracts	00 24	
	7.2	Inspection methods and procedures	00 25 – 26	
	7.3	Handling of items	00 27	

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	7.4	Inspection records	00	28	
	7.5	Control of data and information	00	28	
	7.6	Inspection report or inspection certificate	00	28 – 29	
	7.7	Handling of appeals	00	30	
	7.8	Handling of complaints	00	31	
	Management system requirements				
8.0	8.1	General	00	32	8.0
	8.2	Policies and responsibilities	00	32 – 33	
	8.3	Documented information	00	34 – 36	
	8.4	Actions to address risks and opportunities	00	37 – 38	
	8.5	Corrective actions	00	39	
	8.6	Internal audits	00	40	
	8.7	Management review	00	41	

Annexure

ANX-1	List of documents	00	42	=====
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Note→ The amendment number given above is at the time of issue of this manual. If any page is amended then latest amendment number of such pages is recorded in amendment record sheet and on the table of content given above.

2. Quality Procedures (15 procedures):

Sample copies of mandatory procedures as per ISO/IEC 17020:2026 are provided, which cover all the details like purpose, scope, responsibility, how procedure is followed as well as the list of exhibits, reference documents and formats. The list of sample procedures provided in the kit is given below.

List of Procedures

1.	QP/01	Procedure for maintaining impartiality of inspection activities
2.	QP/02	Procedure for managing competence of personnel and training
3.	QP/03	Procedure for dealing with defective equipment, maintenance and in-service checks on equipment
4.	QP/04	Procedure for protecting the integrity and security of data
5.	QP/05	Procedure for selection, approval and evaluation of externally provided products and services providers and purchasing

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6.	QP/06	Procedure for the review of inspection requests, tenders and contracts
7.	QP/07	Procedure for handling of item and providing appropriate facilities to avoid deterioration or damage to the item while under its responsibility
8.	QP/08	Procedure for handling appeal
9.	QP/09	Procedure for receive, evaluate and make decision on complaint
10.	QP/10	Procedure for control of documents
11.	QP/11	Procedure for control of records
12.	QP/12	Procedure for Risk assessment
13.	QP/13	Procedure for identification and management of nonconformities and corrective action
14.	QP/14	Procedure for internal audit
15.	QP/15	Procedure for management review meeting

3. Exhibits (04 exhibits)

Exhibits cover policy and guidelines for establishing control in the system and establishing an effective management system as per ISO 17020 standard.

List of Exhibits

1.	E/SYS/01	Impartiality policy
2.	E/SYS/02	Calibration periodicity
3.	E/SYS/03	Codification system
4.	E/SYS/04	Confidentiality policy
5.	E/SYS/05	Skill and competence requirements

4. Inspection Methods (05 methods)

This directory of the documentation kit contains some sample inspection methods in accordance with ISO/IEC 17020:2026. A total of 05 sample inspection methods are provided as per the list given below:

List of Inspection Methods

1. Inspection method for pressure vessel
2. Inspection method for storage tank
3. Inspection method for piping and pipeline
4. Inspection method for refractory lining and materials
5. Inspection method for welding approval process

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5. Blank sample formats for all the departments (42 sample formats)

This directory includes sample copy of blank forms that are required to maintain records as well as establish control and create system in the organization. The samples are given for the users as a guide to follow. The organization is free to change the same to suit their own requirements. The blank formats can be used as templates. A total of 42 blank formats are provided as per the list given below.

List of blank formats

1.	F/CSD/01	Inspection request	23.	F/SYS/02	Change Note
2.	F/CSD/02	Complaint Report	24.	F/SYS/03	Corrective Action Report
3.	F/CSD/03	Client feedback form	25.	F/SYS/04	Master List of Records
4.	F/CSD/04	Appeal Report	26.	F/SYS/05	Quality Objectives monitoring report
5.	F/OPN/01	Master list of equipment	27.	F/SYS/06	Audit plan / schedule
6.	F/OPN/02	Intermediate check report	28.	F/SYS/07	Internal Audit Non-Conformity Report
7.	F/OPN/03	Equipment history card	29.	F/SYS/08	Clause wise Document wise Audit Review Report
8.	F/PUR/01	Purchase Order	30.	F/SYS/09	Risk assessment and opportunity sheet
9.	F/PUR/02	Indent – Purchase Requisition	31.	F/SYS/10	Calibration Status of Equipment
10.	F/PUR/03	Approved External Providers List	32.	F/SYS/11	Audit checklist – Management requirements
11.	F/PUR/04	Supplier Registration Form	33.	F/SYS/12	Audit checklist – Technical requirements
12.	F/PUR/05	Supplier Evaluation Report	34.	F/SYS/13	Circular (MRM Agenda)
13.	F/PUR/06	Inspection Report	35.	F/SYS/14	Minutes of Meeting
14.	F/SYS/01	Master List and Distribution List of Documents	36.	F/SYS/15	Impartiality check report

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15.	F/TRG/01	Training Calendar	37.	F/SYS/16	Periodic document review report
16.	F/TRG/02	Training Report	38.	F/SYS/17	Method validation report
17.	F/TRG/03	Induction Training Report	39.		
18.	F/TRG/04	Job Description and Specification	40.		
19.	F/TRG/05	Skill Matrix	41.		
20.	F/TRG/06	Impartiality and Confidentiality Agreement	42.		
21.	F/TRG/07	Appointment Letter	43.		
22.	F/TRG/08	Employees Competence Report	44.		

6. ISO/IEC 17020:2026 Audit checklist

This covers audit questions based on the ISO/IEC 17020:2026 requirements. It will be a very good tool for the auditors to make audit questionnaire for auditing. It will bring effectiveness in auditing. A total of more than 250 questions are prepared on the basis of ISO/IEC 17020:2026.

7. Sample Risk Assessment Sheet

A ready-to-use risk assessment sheet is given in editable form to prepare the risk document for the organization. It is given in an excel format and can be used as a template.

8. ISO/IEC 17020:2026 Compliance Matrix

This compliance matrix contains ISO/IEC 17020:2026 requirement wise list of documented information for easy reference of users and to understand how this system is made.

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Chapter-2.0 ABOUT COMPANY

Global manager group is a progressive company promoted by a group of qualified engineers and management graduates having rich experience of over 25 years in ISO consultancy and management areas. The company serves the global customers through on-site and off-site modes of service delivery systems. We offer a full range of consulting services geared towards helping all types of organizations to achieve competitiveness, certification and compliance to international standards and regulations. So far, we have **more than 2700 clients in more than 36 countries. Our readymade training kit and editable documentation kit help the clients in making their documents with ease and complying with the related ISO standard faster.**

1. Our promoters and engineers have rich experience of providing management training and ISO series consultancy for **more than 2700 companies** globally. We have clients **in more than 36 countries.**
2. We are a highly qualified team of 80 members (M.B.A., Degree Engineers). Our Director has rich professional experience in this field (since 1991).
3. We have 100% success rate in ISO series certification for our clients from reputed certifying bodies. We possess a branded image and are a leading name in the global market.
4. We suggest continual improvement and cost reduction measures as well as provide highly informative training presentations and other products that give you payback within 2 months against our cost.
5. So far, we have trained more than 50000 employees in ISO series certification.
6. We have spent more than 60000 man-days (170 man-years) in the preparation of ISO documents and training slides.

Global Manager Group is committed for:

1. Personal involvement and commitment from the day one
2. Optimum charges
3. Professional approach
4. Hard work and updating the knowledge of team members
5. Strengthening clients by system establishment and providing best training materials in any areas of management to make their house in proper manner
6. Establishing strong internal control with the help of system and use of the latest management techniques.

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Chapter-3.0 USER FUNCTION

3.1 Hardware and Software Requirements

A. Hardware

- Our documentation kit can better perform with P4 and higher computers with a minimum of 10 GB hard disk space.
- For better visual impact, you may keep the setting at high color.

B. Software

- Documents are written in MS-Office 2007 and Windows XP programs. You are, therefore, required to have MS-Office 2007 or higher versions with Windows XP.

3.2 Features of Documentation kit

- The kit contains all necessary documents as listed, and complies with the requirements of system standards.
- The documents are written in easy to understand English language.
- This kit will save much time in typing and preparing your documents at your own.
- The kit is user-friendly to adopt and easy to learn.
- The contents of this kit are developed under the guidance of experienced experts.
- The kit provides a model of the management system that is simple and free from excessive paperwork.

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Chapter-4.0 BENEFITS OF USING OUR DOCUMENTATION KIT

1. By using these documents, you can save a lot of your precious time while preparing the ISO documents.
2. The kit takes care of all the sections and sub-sections of ISO/IEC 17020:2026 standards and helps you to establish better system.
3. This documentation kit enables you to change the contents and print as many copies as you need. The users can modify the documents as per their industry requirements and create their own ISO/IEC 17020:2026 documents for their organization.
4. It will save much cost in document preparation.
5. You will get a better control in your system due to our proven formats.
6. You will also get a better control in your system as our proven documents and templates are developed under the guidance of experts and globally proven consultants. The team has a rich experience of more than 25 years in the ISO consultancy.
7. Our products are highly sold across the globe and are used by many multinational companies. They have got total satisfaction as well as experienced value for money.
8. In the preparation of documentation kit, our team has verified and evaluated the entire content at various levels. More than 1000 hours have been spent in the preparation of this documentation kit.
9. The entire kit is prepared by a globally proven team of leading ISO consultants.

Chapter-5.0 METHOD OF ONLINE DELIVERY

On completion of the secured purchase, we provide a username and password to download the product from our FTP server. We provide instant online delivery of the kit to the users by sending an e-mail of username and password.

For purchase, Click Here → 

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