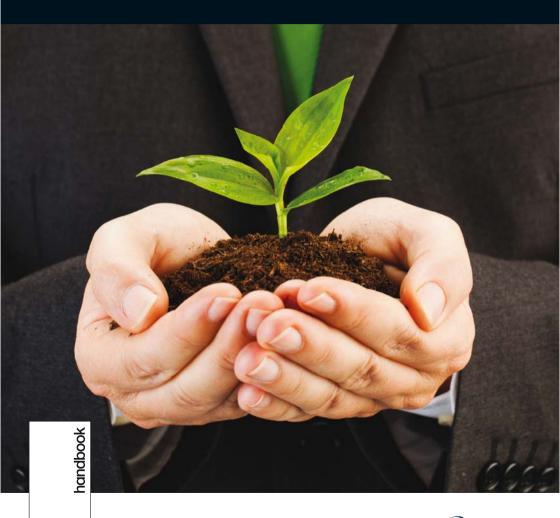


HB 90.1:2012

# The Small Business Handbook – Guide to ISO 9001:2008



#### HB 90.1:2012

This Joint Australian/New Zealand Handbook was prepared by Joint Technical Committee QR-008, Quality Management Systems. It was approved on behalf of the Council of Standards Australia on 31 January 2012 and on behalf of the Council of Standards New Zealand on 14 November 2011.

This Handbook was published on 22 March 2012.

The following are represented on Committee QR-008:

Airways New Zealand

Association of Accredited Certification Bodies

Australian Chamber of Commerce and Industry

Australian Institute of Petroleum

Australian Organisation for Quality

Bureau of Steel Manufacturers of Australia

Commonwealth Department of Transport and Regional Services

Department of Agriculture, Fisheries and Forestry (Commonwealth)

Department of Housing, NSW Department of Transport and Main Roads, Old

Engineers Australia

International Accreditation Forum

Joint Accreditation System of Australia and New Zealand

Materials Australia

New Zealand Organisation for Quality

Royal Australian Chemical Institute

University of Technology, Sydney

## Keeping Standards up-to-date

Standards are living documents which reflect progress in science, technology and systems. To maintain their currency, all Standards are periodically reviewed, and new editions are published. Between editions, amendments may be issued. Standards may also be withdrawn. It is important that readers assure themselves they are using a current Standard, which should include any amendments which may have been published since the Standard was purchased.

Detailed information about joint Australian/New Zealand Standards can be found by visiting the Standards Web Shop at www.saiglobal.com.au or Standards New Zealand web site at www.standards.co.nz and looking up the relevant Standard in the on-line catalogue.

For more frequent listings or notification of revisions, amendments and withdrawals, Standards Australia and Standards New Zealand offer a number of update options. For information about these services, users should contact their respective national Standards organization.

We also welcome suggestions for improvement in our Standards, and especially encourage readers to notify us immediately of any apparent inaccuracies or ambiguities. Please address your comments to the Chief Executive of either Standards Australia or Standards New Zealand at the address shown on the back cover.

HB 90.1:2012

### Handbook

# The Small Business Handbook—Guide to ISO 9001:2008

Originated in Australia as HB 66(Int)—1994. Previous edition HB 90.1—2000. Jointly revised and designated HB 90.1:2012.

### COPYRIGHT

© Standards Australia Limited/Standards New Zealand

All rights are reserved. No part of this work may be reproduced or copied in any form or by any means, electronic or mechanical, including photocopying, without the written permission of the publisher, unless otherwise permitted under the Copyright Act 1968 (Australia) or the Copyright Act 1994 (New Zealand).

Jointly published by SAI Global Limited under licence from Standards Australia Limited, GPO Box 476, Sydney, NSW 2001 and by Standards New Zealand, Private Bag 2439, Wellington 6140.

This is a free page sample. Access the full version online.

(Blank)

### PREFACE

This Handbook was prepared by the Joint Standards Australia/Standards New Zealand Committee QR-008, Quality Management Systems to supersede HB 90.1—2000, *The Small Business Handbook—Guide to ISO 9001:2000*.

The objective of this revision is to adopt the current edition of the ISO Guide which relates the 2008 edition of ISO 9001 to the development and maintenance of quality management systems in small businesses.

This Handbook is identical with, and has been reproduced from the ISO publication, *ISO 9001 for Small Business, What to do, Advice from ISO/TC 176.* This Handbook includes extracts from ISO 9001:2008 but does not incorporate its full text.

International Standards referenced in this Handbook have been adopted as Australian/New Zealand Standards as follows:

Reference to International Standard

ISO

- 9000 Quality management systems—Fundamentals and vocabulary
- 9001 Quality management systems—Requirements
- 9004 Managing for the sustained success of an organization—A quality management approach
- 14001 Environmental management systems—requirements with guidance for use
- 19011 Guidelines for quality and/or environmental management systems auditing

Australian/New Zealand Standard

### AS/NZS ISO

- 9000 Quality management systems—Fundamentals and vocabulary
- 9001 Quality management systems—Requirements
- 9004 Managing for the sustained success of an organization—A quality management approach
- 14001 Environmental management systems—requirements with guidance for use
- 19011 Guidelines for quality and/or environmental management systems auditing

A number of International Standards listed in the Bibliography have been adopted as Australian or Australian/New Zealand Standards.



The ic a nee previous i arenace are chare pasheaten at the limit selection	This is a free preview.	Purchase the	entire publication	at the link below:
--	-------------------------	--------------	--------------------	--------------------

**Product Page** 

- Dooking for additional Standards? Visit Intertek Inform Infostore
- Dearn about LexConnect, All Jurisdictions, Standards referenced in Australian legislation