

[organization name]

Appendix 1 – Data Analysis Report

Date: [date]

a) Audits
b)
c) Customer complaints and feedback
d)
e)
f)
g) Opportunities for improvement
h)

Commented [13A1]: The report should be performed at least once per year before the management review.

The results of data analysis are inputs in the Management Review.

Commented [13A2]: Please include the date when this report is prepared.

Commented [13A3]: Managers are responsible for data

Commented [13A4]: Internal and external.

Commented [13A5]: Characteristics and trends of processes and product.

[job title]

[name]

[signature]

Commented [13A6]: Only necessary if document is in paper form.