



## ISO 9001:2008 INITIAL CERTIFICATION CHECKLIST

*It's easy to become ISO certified or transfer to AGS, just follow these steps:*

- 1) Return signed & initialed contract \_\_\_\_\_
- 2) Enclose check per Schedule "A" \_\_\_\_\_
- 3) Enclose copy of Quality Manual & Index/Master Document List \_\_\_\_\_
- 4) Standard operating Procedures(SOP's) & Forms, etc. \_\_\_\_\_
- 5) Enclose Current Management Review Meeting Minutes\* \_\_\_\_\_
- 6) Enclose Evidence of Current Internal Audits\* \_\_\_\_\_
- 7) Enclose copies of "Customer On-site" Audits (if applicable) \_\_\_\_\_
- 8) When applicable, Review "Draft" Certificate for:
  - a) Complete/Correct Company Name \_\_\_\_\_
  - b) Correct Address \_\_\_\_\_
  - c) Correct "Scope" \_\_\_\_\_
  - d) Correct "Original Cert. Date" \_\_\_\_\_

*That's it!*

*Please Send the Required Documentation to:*  
American Global Standards, LLC  
1187 Coast Village Road, Suite #495  
Montecito, CA 93108

*If you have Questions Please Call or e-mail us at:*  
617-838-4648 or [info@americanglobal.org](mailto:info@americanglobal.org)

*\* AGS requires completed Internal Audit Results/Summary and Management Review Meeting Minutes to be submitted annually as a minimum to maintain certification in good standing*

*Corporate Office:*  
1187 Coast Village Road, Suite #495, Montecito, CA 93108  
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