



ISO9001:2015 CERTIFICATION TRANSFER CHECKLIST



AMERICAN GLOBAL STANDARDS, INC.

Company Name:

- Return Signed & Initialed Contract
 - Enclose Copy of Existing Certificate
 - Enclose Current Management Review Meeting Minutes*
 - Enclose Evidence of Current Internal Audits*
 - Copy of Current, Approved Quality Manual & Index of Documents
 - Include "Customer On-site" Audit Reports (if applicable)
 - Include Last "Registrar On-site" Audit Reports (past year)
 - Include Any "Customer Rating" reports last 12 months (if available)
 - Review Contract & Make Any Corrections for:
 - a) Complete/Correct Company Name
 - b) Correct Address
 - c) Correct "Scope"
 - d) Original Certification Date
 - Enclose Check per Schedule "A"
 - Name of Contact Person & e-mail address:
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That's it!

Kindly submit the necessary documentation to our East Sandwich, Massachusetts office at the address provided below. Email submissions are highly preferred. Should you have any inquiries, please do not hesitate to contact AGS either by phone at 617-838-4648 or via email at info@americanglobal.org. We are here to assist you.

** AGS requires completed Internal Audit Results/Summary and Management Review minutes to be submitted annually as a minimum to maintain certification.*

Corporate Office: 445 Main Street P.O. Box 1107 East Sandwich, MA 02537