

**Location of Documents.**

Document reference no.	Document title.	Document location.
ISO 9000.	QA standards.	Viamed technical library. Paperport.
IEC 601.	Electromedical safety standard.	Viamed technical library. Paperport.
BS 5724.	Electromedical safety standard.	Viamed technical library. Paperport.
Quality plan.	QA records.	QA.
Complaints.	Complaints file.	Complaints file. Paperport. Goldmine.
Recalls.	Product recalls	Complaint files
Vigilance.	QA procedures management review	Viamed files
Post market surveillance.	QA procedures management review. Repairs file. Complaints file. Sales file.	Filing system
Post market surveillance.	Surveillance files	Filing system
Purchase specifications.	Suppliers files	Suppliers files
Suppliers information.	Suppliers file & suppliers database	Suppliers files. Goldmine.
Packing.	Masters packing	Packing department
Hard Copies	All File Documents - Pre 2004	Archive Filing