VOP 24			
Operating sub Process			
Need Risks and Expectations of External Parties			
Created:	28ᵗʰ October 17	VOP 24	**Issue 1**
		See the Route Map for related ISO Standards.	Page 1 of 2

SCOPE

The purpose of this procedure is to outline the Needs, Risks and Expectations of External Parties.
It is used in conjunction with the individual sub procedures, which show the relevant information necessary.
The purpose of this document is to bring together all the areas we have that monitor, review and record the needs, risks and expectations of external parties.

RESPONSIBILITIES

It is the responsibility of the Managing Director, or a designated person, to ensure that the requirements of this procedure are strictly adhered to, and that the relevant documentation is fully completed.

OBJECTIVES

It is the Objective of this VOP to demonstrate the processes involved, in the companies, in relation to Needs, Risks and Expectations of External Parties. How we assess the External Parties for effectiveness. This document will bring together all the areas in the systems that define and monitor Risk throughout the companies.

Also refer to VOP 21 Risk, Risk Management and Risk Analysis and VM3COP24.01 Definitions of Risk.

FREQUENCY

Once per 12 Months See Rolling Task #743 Audit #784

ACTION

Review the External Parties Influencing the Quality Management System in VST and Viamed.

Section of Intrastats,

Check you are happy all external parties are covered, this is also reviewed and confirmed in the Management Reviews.

Check the Admin of each External Party and see if all perceivable Risks and Opportunities have been identified,
Each Risk / Opportunity should have acceptable processes to reduce the risks, and a suitable frequency of the task. To limit the risk or enhance the opportunity.

For any immediate concerns an Issue should be raised manually. Or a linked issue to the Rolling task can be created.

Closure of the Rolling Issue can only be performed in a Meeting.