

Responsibilities:  
The Managing Director is responsible for this function

High Level Process

START

**Resources**  
The Director is responsible for ensuring that adequate resources are in place

**People Needs**  
The Director shall consider the requirements for the provision of adequate people to fulfil the requirements of the QMS

**Infrastructure**  
The Director will ensure records are maintained on infrastructure issues such as:

**Environment for Process**  
The Director will ensure that the appropriate operating environment is determined

**Monitoring of Resources**  
The organisation shall consider the following:

END

Work Instruction

Considerations:  
Internal needs  
External provisions

See minutes from management review

Building records  
Equipment  
PAT testing  
Maintenance  
Transport  
IT

A) Social activities relating to processes  
B) Psychological (stress reduction)  
C) Physical (temperature, heat, humidity, light, airflow, hygiene and noise.

Monitoring & measuring equipment must be:  
A) are suitable for the specific type of monitoring  
B) maintained to ensure their continuing fitness for purpose

The Company will retain documents pertaining to monitoring & measurement of such devices