

## Maintain regulatory watch S 1

type	support process
purpose	<ul style="list-style-type: none"> <li>• find and identify the applying requirements</li> <li>• set the implementation means of these requirements</li> <li>• update the evaluation of compliance</li> </ul>
owner	quality / safety / environmental manager
risks	<ul style="list-style-type: none"> <li>• not taking into account the context of the company</li> <li>• not understanding the requirements of interested parties</li> <li>• not taking into account the risks identified</li> <li>• not triggering the actions to address risks identified</li> <li>• not complying with regulations</li> <li>• decisions made without relying on data analysis</li> <li>• not assigning responsibilities for the legal watch</li> <li>• not regularly reviewing legislation</li> <li>• not identifying new legal and regulatory requirements</li> </ul>
upstream processes	<ul style="list-style-type: none"> <li>• plan the QMS</li> <li>• address risks</li> <li>• carry out management review</li> <li>• satisfy requirements</li> </ul>
downstream processes	<ul style="list-style-type: none"> <li>• develop strategy</li> <li>• communicate</li> <li>• prevent emergency situations</li> </ul>
inputs	<ul style="list-style-type: none"> <li>• specialized magazines</li> <li>• risks identified</li> <li>• Internet</li> <li>• regional and governmental organizations</li> </ul>
activities (sub-processes)	<ul style="list-style-type: none"> <li>• carry out periodic review of legislation</li> <li>• identify the legal and regulatory requirements</li> <li>• implement the action plan</li> </ul>
outputs	<ul style="list-style-type: none"> <li>• distribution, explanation and application of new text</li> <li>• staff training</li> <li>• updating the documentation</li> </ul>
resources	responsible for the watch, laws and regulations
indicators	<ul style="list-style-type: none"> <li>• new requirements that concern us</li> <li>• time for implementation</li> </ul>
procedures / documents	legal watch, evaluation of compliance, documentation control, management review / legal watch, inventory of legal requirements, evaluation sheet, management review report
customers	all departments

### Glossary:

- QMS: quality management system

title / codification
maintain regulatory watch / S 1

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owner
quality / safety / environmental manager

upstream processes
<ul style="list-style-type: none"> <li>plan the QMS</li> <li>address risks</li> <li>carry out management review</li> <li>satisfy requirements</li> </ul>

risks
<ul style="list-style-type: none"> <li>not taking into account the context of the company</li> <li>not understanding the requirements of interested parties</li> <li>not taking into account the risks identified</li> <li>not triggering the actions to address risks identified</li> <li>not complying with regulations</li> <li>decisions made without relying on data analysis</li> <li>not assigning responsibilities for the legal watch</li> <li>not regularly reviewing legislation</li> <li>not identifying new legal and regulatory requirements</li> </ul>

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