

# Meeting Notice

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Topic: The Context of the Organization  
Date/time: Tuesday July 11<sup>th</sup> 7:30-9:00 a.m.  
Location: **GREENPOINT Technologies**  
A Zodiac Aerospace Company  
4600 Carillon Point in Kirkland  
(on the sixth floor of building 4000)

## Purpose

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To review the Context of the Organization requirements and discuss appropriate ways to satisfy the requirements

## Agenda

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- Introductions
  1. Review rules for open discussion.
  2. Discussion of topics of interest to be reviewed.
  3. What does Understanding the Organization and Its Context really mean?
  4. Can the company's strategic direction be to continue doing what they have been doing for the last several years?
  5. What kind of monitoring and reviewing of internal and external issues needs to be conducted? Can auditing of these issues be considered monitoring?
  6. If the company is currently not providing any special processes, does this have to be listed as an exclusion in their scope?
  7. Can the company exclude all of 8.5.5 Post Delivery Support now?
  8. Do all interested parties have to have relevant requirements that apply to the company's QMS?
  9. Is the purpose of developing the scope to enable the CB to include it on the certificate? Will this be included with the listing of products and services?
  10. If the company does not elect to have a Quality Manual, where should they maintain their QMS scope as documented information?
  11. What are some topics that should be included in ongoing meetings?

- Adjournment

