

Standard Compliance Register

Document Information

Document Title	Standard Compliance Register
Document Number	SCDR-2024-01
Compiled By	Compliance Department
Date	2024-06-05
Version	1.0

Purpose

This register records and tracks compliance requirements applicable to the organization, the actions taken to meet them, and their current status.

Compliance Register

#	Standard / Regulation	Clause / Requirement	Action Required	Responsible Person	Status	Evidence	Review Date	Remarks
1	ISO 9001:2015	Clause 7.5: Documented Information	Update quality manual and control procedures	J. Smith	Completed	Quality Manual v3.1	2024-06-01	
2	GDPR	Article 32: Security of Processing	Conduct security risk assessment	A. Lee	In Progress	Assessment report draft	2024-07-15	Awaiting final review
3	OSHA	Section 1910: Employee Training	Complete annual safety training for staff	K. Brown	Not Started		2024-08-01	Schedule in progress

Revision History

Version	Date	Description of Change	Changed By
1.0	2024-06-05	Initial release	Compliance Dept.

Important Notes

- This register should be reviewed and updated regularly to reflect recent changes in applicable standards or regulations.
- All compliance actions should be assigned to responsible persons with clear deadlines and documented evidence.
- Ensure all supporting evidence is available and maintained for auditing purposes.
- Use this register to monitor compliance progress and demonstrate adherence during audits or assessments.