

# ISO 37301:2021 DOCUMENTATION

## MANDATORY DOCUMENTED INFORMATION

- *Scope of Compliance Management System (Clause 4.3)*
- *Structure and content of the compliance management system (Clause 4.4)*
- *Documented information on compliance obligations (Clause 4.5)*
- *Documented information on the compliance risk assessment and on the actions to address compliance risks (Clause (4.6)*
- *Compliance policy (Clause 5.2)*
- *Compliance objectives and plans to achieve them (Clause 6.2)*
- *Documented information as evidence of competence (Clause 7.2.1)*
- *Training records (Clause 7.2.3)*
- *Documented information as evidence of communications (Clause 7.4)*
- *Documented information to the extent necessary to have confidence that the processes have been carried out as planned (Clause 8.1)*
- *Documented information on the investigation (Clause 8.4)*
- *Documented information as the evidence of the results of monitoring, measurement, analysis, and evaluation (Clause 9.1.1)*
- *Records of the organization's compliance activities (Clause 9.1.5)*
- *Documented information as evidence of the implementation of the audit program and the audit results (Clause 9.2.2)*
- *Documented information as evidence of the results of management reviews (Clause 9.3.3)*
- *Documented information as evidence of the nature of the noncompliance or nonconformities and any subsequent actions taken (Clause 10.2)*
- *Documented information as evidence of the results of any corrective action (Clause 10.2)*