

Legal Compliance Checklist for Businesses

Complete these 15 high-level questions that align with ISO standards.

Question	What do we currently have in place?	What do we need?	Tasks
1	How does top management demonstrate leadership and commitment with regard to customer focus, ensuring all requirements including statutory and regulatory requirements are met?		
2	How is the focus on consistently providing products and services that meet customer and applicable statutory and regulatory requirements maintained?		
3	How do you determine compliance obligations relevant to your interested parties (e.g. local authorities)?		
4	How do you monitor and review information about interested parties in relation to compliance obligations?		
5	How does management verify the performance of its commitment made in the QEHS policy, which is to comply with its compliance obligations?		
6	How have the company's environmental compliance obligations been determined?		
7	How has the company's health and safety compliance obligation been determined?		
8	Demonstrate how your compliance obligations are maintained as documented information.		
9	Have you created a link between the organisation's activities and risks to the applicable legislation?		
10	How do you track changes made to legislation that affect your compliance obligations?		
11	How do you inform relevant personnel within the organisation of compliance obligations that affect them and their activities?		
12	How do you inform people of changes to the legislation that could impact their job tasks?		
13	How do you evaluate and measure compliance to the legislation that is applicable to your organisation?		
14	How is knowledge of the compliance status maintained?		
15	How is documented information with results of your compliance evaluation maintained?		