## After obtaining ISO9001

Masanori Doi President, INTEM Consulting Inc. January 22, 2015

We have issued and now follow a quality control manual to obtain the International Standard ISO9001 for the quality control of our business. We went through the second examination and were certificated by the examination agency (refer to the following page). Here is the coverage.

- Provision of consulting services for international cooperation projects by Japanese Government or relevant institutions including international organizations
- Provision of consulting services for regional development projects in Japan and overseas

I thank the supporter, ISOLABO Co. Ltd., and the staff of INTEM especially the members of the task force.

As we recall, we started to select a consulting firm to guide us to obtain ISO in November 2013. We identified relevant issues through a questionnaire in the company and held the first kickoff meeting on January 9, 2014, and then made the manual. The first quality manual was officially issued in May and we had an internal audit in late June and fortunately passed the first examination. However, the second examination was badly behind schedule because the inspector and myself as the manager of ISO system couldn't find the time in our schedules easily, and it was finally completed on January 8 and 9 this year. Miraculously, it took a full year from the first kickoff meeting. Meanwhile, the manual was revised continuously; we adjusted and made corrections based on the comments of the first examination (it's difficult to exclude "7.3 Planning, Development" etc.) and it was already Ver.3 at the time of second examination.

We understand how idyllic it is to have ISO as we are a privately-run store-like consultancy, but perfunctory confirmation work that was non-occupational was time-consuming. However, we knew we should complete the task. As knowledge workers, we are sure that we can improve our customer satisfaction and our performance through formalizing the standard in the service industry and improving its effectiveness while respecting the point that we need to deal with PDCA cycle.

The workers of INTEM are going to have business cards with the ISO blue logo from this year. We know we will need to keep studying diligently and provide high-quality consulting services.

## Certificate of Registration



This is to certify that the quality management system of

## **INTEM Consulting, Inc.**

Head Office: Saito Building 5F, 7-5-3 Nishi-Shinjuku, Shinjuku-Ku, Tokyo, 160-0023 Japan

has been assessed and registered by Intertek as conforming to the requirements of

ISO 9001:2008

The quality management system is applicable to

Provision of consulting services for international cooperation projects by Japanese Government or relevant institutions including international organizations

Provision of consulting services for regional development projects in Japan and overseas

Certificate Number:

10408

Issue Date:

15 January 2015

Original Issue Date:

15 January 2015

Certificate Expiry Date:

14 January 2018

Sig Sape



014

Authorised Agnature: Kiyo Sakai – Country Manager, Business Assurance Intertek Certification Japan Limited, 4th FL., Nihonbashi-N Bldg., 1-4-2 Nihonbashi Horidome-cho, Chuo-ku, Tokyo 103-0012 JAPAN

Intertek Certification Limited is a UKAS accredited body under schedule of accreditation no. 014.

In the issuance of this certificate, Intertek assumes no liability to any party other than to the Client, and then only in accordance with the agreed upon Certification Agreement. This certificate's validity is subject to the organisation maintaining their system in accordance with Intertek's requirements for systems certification. Validity may be confirmed via email at certificate.validation@intertek.com or by scanning the code to the right with a smartphone.



