

# VENDOR ONBOARDING POLICY DOCUMENT TEMPLATE

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## VENDOR ONBOARDING POLICY DOCUMENT

PROCESS NAME

DATE CREATED

CREATED BY

VERSION NO.

PROCESS OWNER

PROCEDURE NO.

LAST UPDATED BY

DATE OF LAST UPDATE

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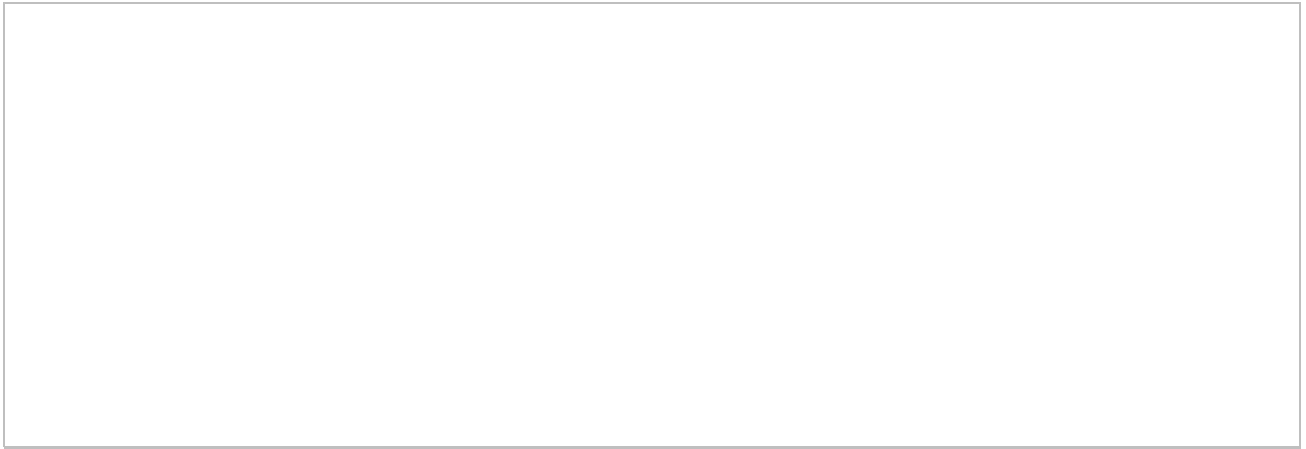
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# 1. INTRODUCTION

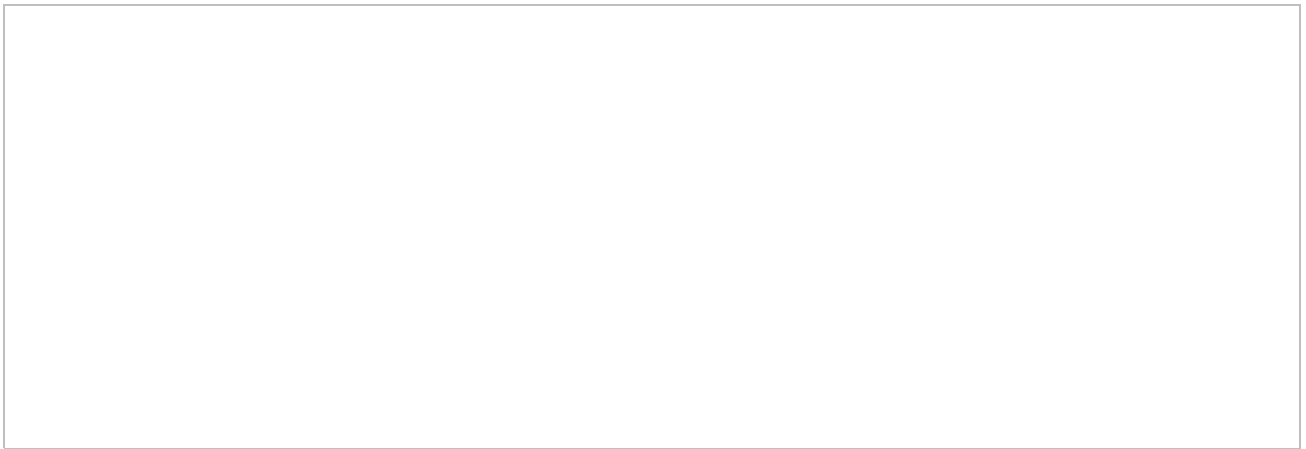
## 1.1 PURPOSE



## 1.2 SCOPE



## 1.3 DOCUMENT MANAGEMENT





## 1.5 MATERIALS

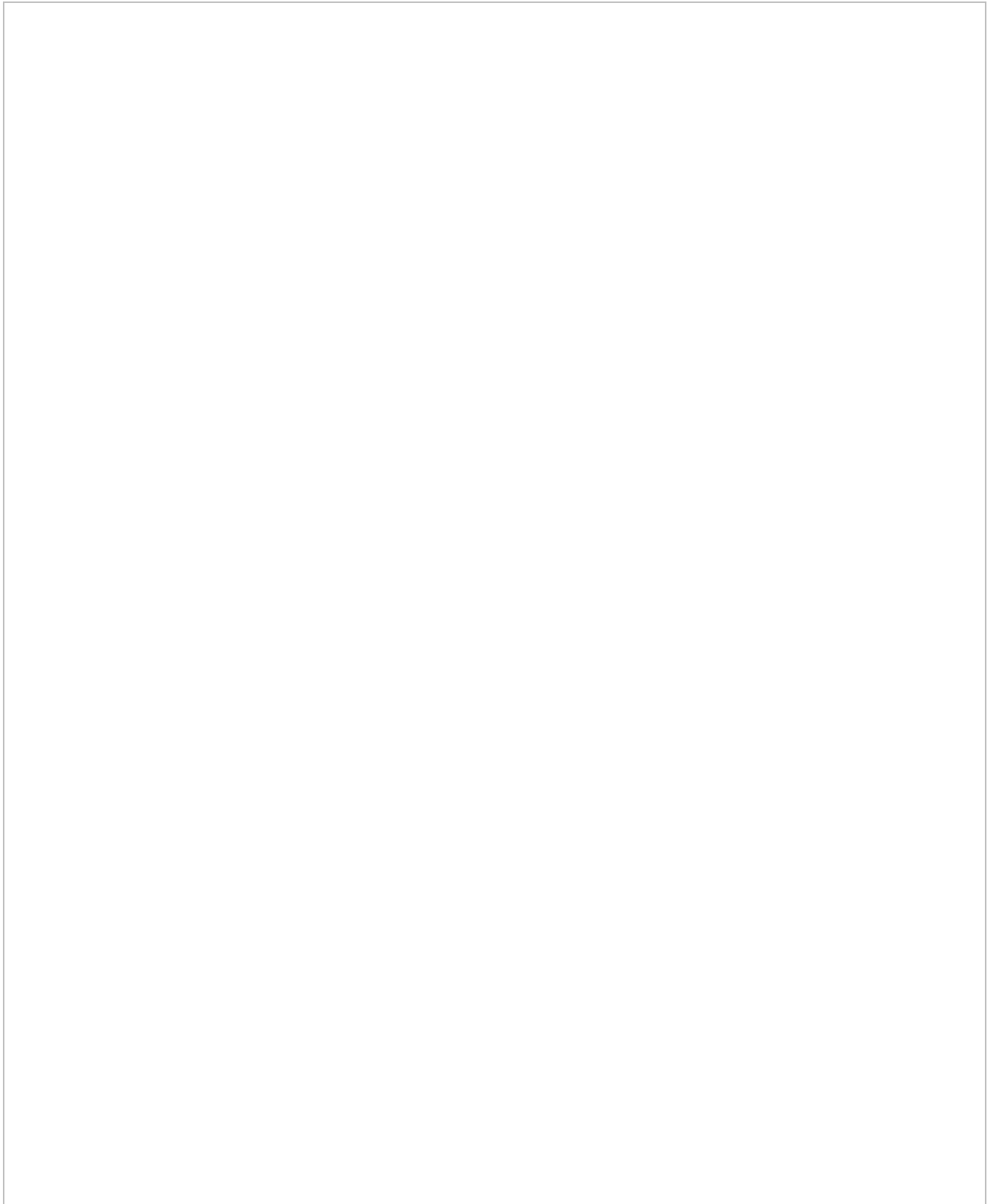
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MATERIAL TYPE	NAME	LOCATION / LINK



## 2.2 FLOW

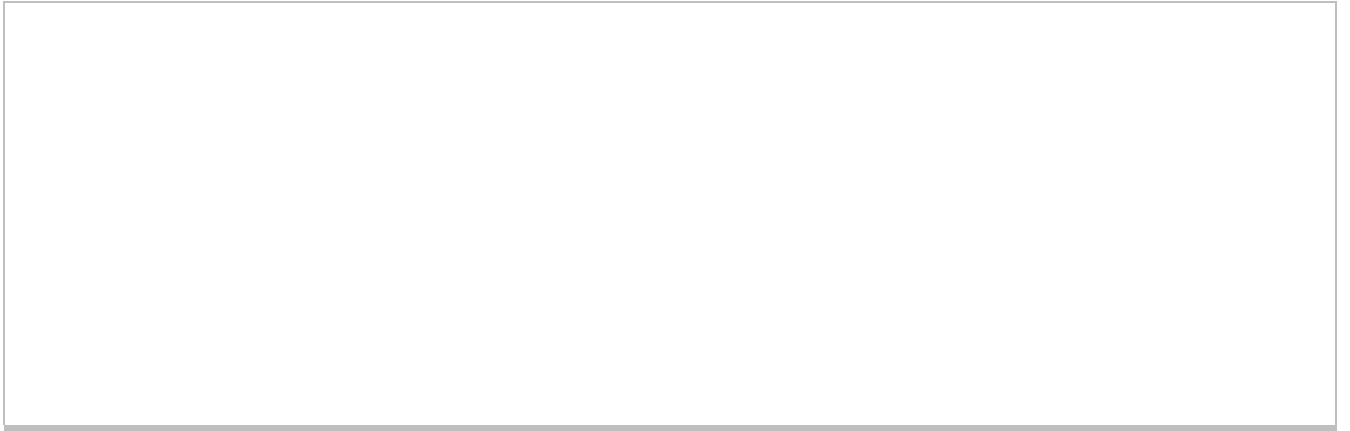
Provide link and/or screenshot of completed Process Flowchart



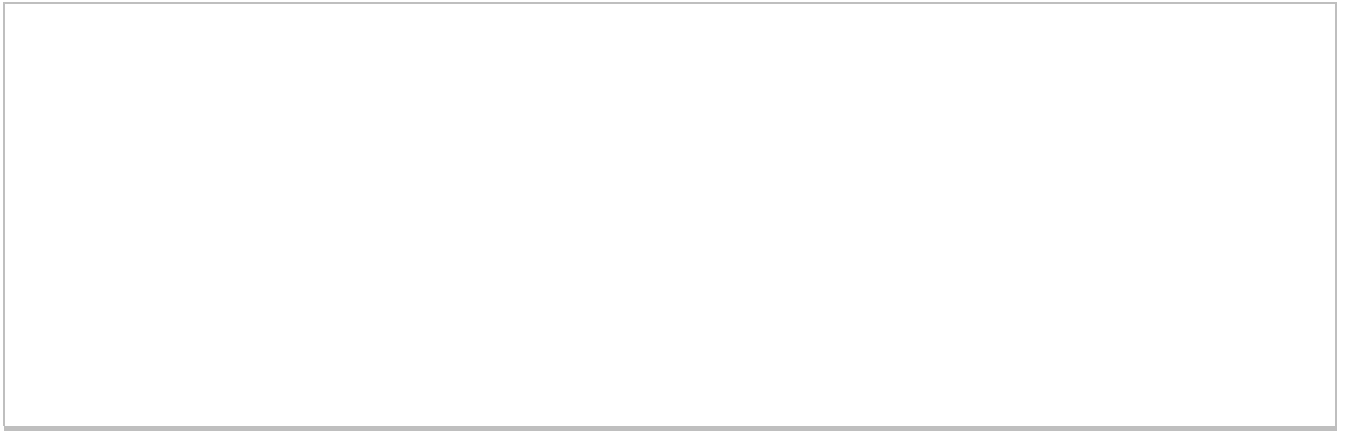
## 2.3 PROCESS DESCRIPTION



### 2.3.1 INPUT



### 2.3.2 BOUNDARIES



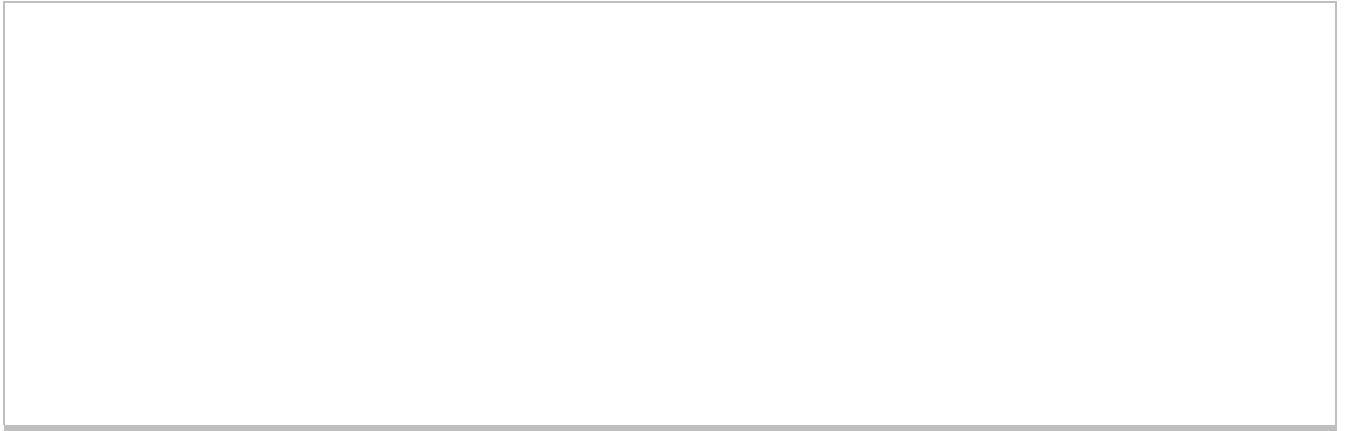




### 2.3.5 EXCEPTIONS TO ROUTINE PROCESS FLOW

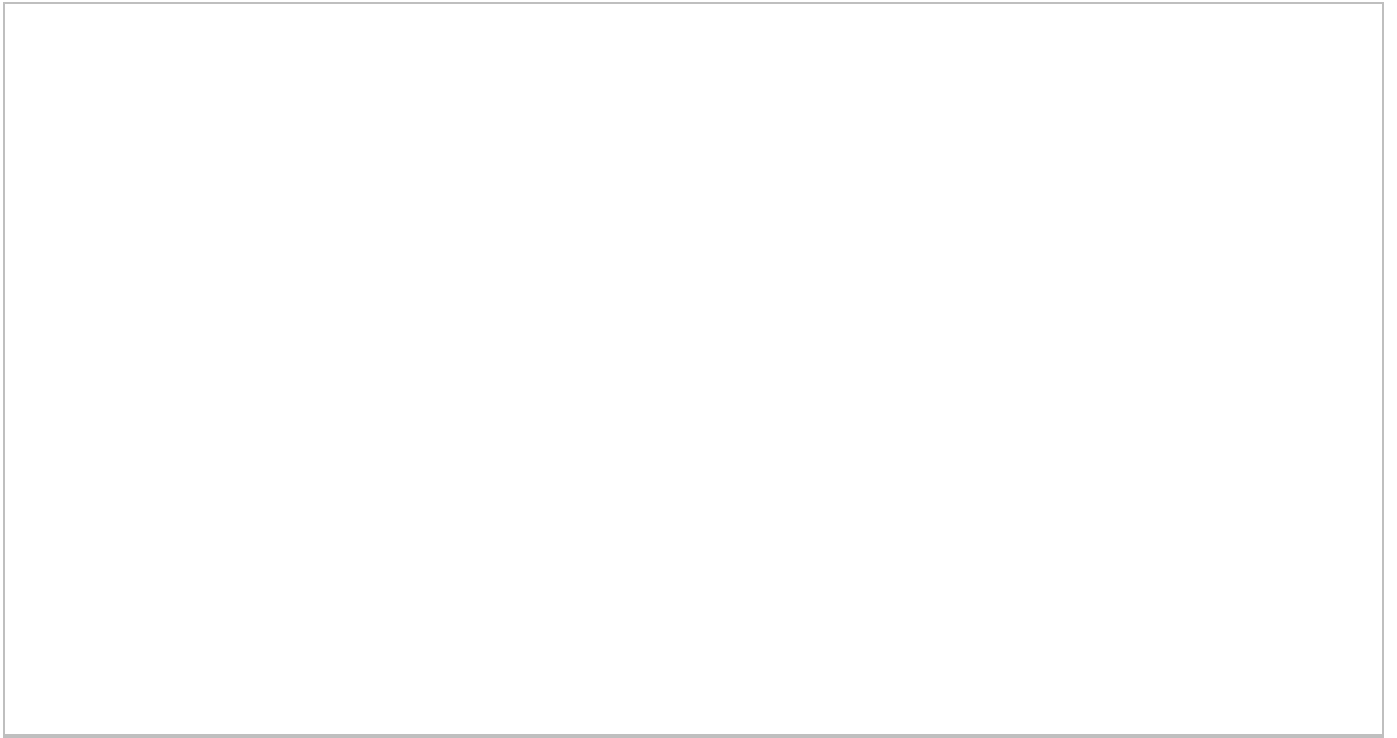
A large, empty rectangular box with a thin black border, intended for documenting exceptions to the routine process flow.

### 2.3.6 POINTS OF CONTROL

A large, empty rectangular box with a thin black border, intended for documenting points of control in the process.

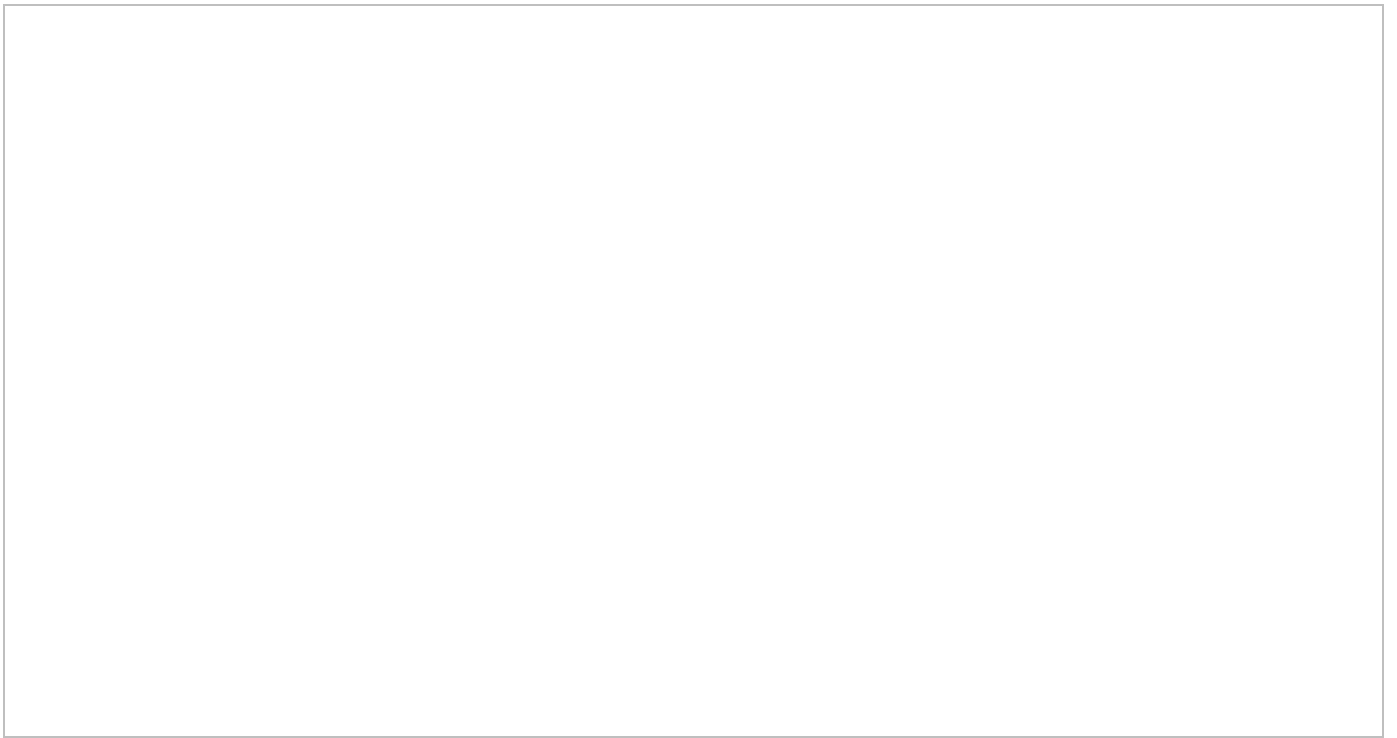
### 3. MEASUREMENTS

#### MEASUREMENT CONVENTIONS



### 4. VERIFICATION

#### VERIFICATION, VALIDATION, AND TESTING PROCESS



## 5. REFERENCES

MATERIAL TYPE	NAME	LOCATION / LINK

## 6. CHANGE HISTORY

VERSION	DATE	DESCRIPTION OF CHANGE IMPLEMENTED	COMPLETED BY

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