

**PENNDOT – Engineering District 10-0
ISO 9001 Internal Audit Report
(02/06)**

Department	Audit Process	Date & Time of Audit
Materials Unit	7.5.1 M5	4/26/12 at 10:00am

Auditor(s)	Audit Objectives:
1. Brock Heigley (TCIS) 2. Betty Bottali (TCI)	Review 7.5.1 Initial Concrete Plant Inspection-Annual M5 to insure compliance and effectiveness with ISO 9001.

Name of Auditee(s)	Auditee(s) job Function
1. Dave Zanaglio	1. T.C.I.

Item(s) or areas audited
7.5.1 Procedure M5 Initial Plant Inspection-Annual.

Auditee Comments:
<ul style="list-style-type: none"> ○ Dave feels this process works.

<u>Plan approved by: (Management Representative)</u>
Paul Majoris (ADE Construction)

PENNDOT – Engineering District 10-0 ISO 9001 Internal Audit Report

Audit Criteria

External requirements (questions)

1. Explain the steps of this process.
2. What affect does not meeting the required documentation have?
3. Who is considered an Approved Technician?
4. If a plant inspection was conducted by another District Materials Unit, is District 10 required to conduct an additional inspection? If no, do the other Districts follow the same process as District 10 as a part of ISO 9001?
5. When a plant qualifies for a Bulletin 42 listing for the year, are periodic inspections required within that year? If yes, should this be listed on the process map?

External requirements (answers)

1. The steps of this process map were explained. The District Materials Unit calls the plant or the plant will call the District Materials Unit when an inspection is required.
2. A punch list is given to the plant with the missing documentation. The plant will not continue inspection until the missing documentation is filed.
3. The plants company supplies technician training to the individual. The District Materials Unit Inspector approves the plants Technician when tasks are performed properly.
4. No additional inspection is needed when another District performs the inspection. Not sure if the same process is followed as per ISO 9001 District 10 process. Not sure if other Districts are a part of ISO 9001.
5. Yes, every twenty production days a follow-up inspection is performed. This is listed under another process in the District Materials Unit for ISO. Not needed on this process map. This inspection is listed on another process.

Internal requirements (questions)

1. Where is the plant inspections kept on file for each plant? Does District 10 Materials Unit request inspections from other Districts and keep them on file? Review three inspections (TR-4109).
2. If a plant is moved to a different location, equipment updated, supplier changed, plant sold to another company, or is shut down for a period of time, does the plant require re-inspection? How does the Materials Unit know about these changes or any changes made?
3. How is a plant affected if they use a failed aggregate or non-approved Bulletin 15 source within the inspection approval year? Should this be added to the process map?

Internal requirements (answers)

1. In a filing cabinet next to the Inspector's work station. No, inspections are not kept on file from other Districts. This information stays with the District who performs the inspection. Auditors reviewed three completed inspection forms. The current and past two years of completed inspection forms are kept on file. The prior years are filed at another location in the District Office. An Additional copy of the completed inspection forms are kept at the plant.
2. Yes, a re-inspection is required. A re-inspection is not needed for a supplier change. The supplier has to be Bulletin 15 approved. The plant will notify the District Materials Unit when changes are made and are in need of a re-inspection.
3. If a failure is detected an evaluation is conducted to find the reason for the failure. When the reason for the failure is detected and something with the plant is the reason for failure the inspection steps on the process map start over. If a non-approved source is being used the plant is pulled off the Bulletin 42 listing by the District Materials Manager until the plant is updated with an approve Bulletin 15 source.

PENNDOT – Engineering District 10-0 ISO 9001 Internal Audit Report

Overall Statement of Effectiveness of the Quality Management System
Areas of strength regarding ability to meet requirements- including observed <u>BEST Practices</u> Every year an inspection is conducted to each plant by the District Materials Unit for a new Bulletin 42 listing. This improves quality of the product produced. Inspection files are readily available and completed with signatures.
Areas to consider for improvement: The produce produced by the plants cross districts but inspection doesn't. Other Districts need to be using the same procedure 7.5.1 M5 as District 10-0 if the plant's product is being used in District 10-0, or District 10-0 needs to conduct an inspection using process 7.5.1 M5 to comply with ISO 9001.
Specific observed nonconformities (Findings): If Applicable, Follow-up Scheduled: No nonconformities found.
Observations and auditor comments: The process map is being followed. Filed documents are available upon request and completed.
Statement of overall effectiveness of the system: The Procedure 7.5.1 M5 is working properly and assures each plant is producing a good quality produce for the Department.
Distribution of Audit Report: <ul style="list-style-type: none">• Manager of area audited• A.D.E. Construction• ISO Management Representative
Unit Manager Comments Including Follow-Up Action: (if any) ➤