

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

<b>Department</b>	<b>Audit Process</b>	<b>Date &amp; Time of Audit</b>
Construction	7.6	3/15/13 3:15 pm

<b>Auditor(s)</b>	<b>Audit Objectives:</b>
1. Katherine Bailly 2. Dave Schaffer	To define process for controlling measuring and monitoring devices.

<b>Name of Auditee(s)</b>	<b>Auditee(s) job Function</b>
1. Tab Boyer	1. Consultant Agreements Manager

<b>Item(s) or areas audited</b>
7.6 Control of Monitoring and Measuring Devices

<b>Auditee Comments:</b>
<input type="radio"/> None

<b><u>Plan approved by: (Management Representative)</u></b>
Tim McClellan

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## Audit Criteria

### External requirements (questions)

1. No external questions for Construction

### External requirements (answers)

- 1.

### Internal requirements (questions)

1. How is the Digitizer calibrated?

### Internal requirements (answers)

1. The digitizer is calibrated each time it is used by the individual using it.

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<b>Overall Statement of Effectiveness of the Quality Management System</b>
<b>Areas of strength regarding ability to meet requirements- including observed <u>BEST Practices</u></b> 1. Calibration of the digitizer is simple so no calibration reports are required and can be performed by any individual using the device.
<b>Areas to consider for improvement:</b> 1. None
<b>Specific observed nonconformities (Findings): If Applicable, Follow-up Scheduled:</b> 1.
<b>Observations and auditor comments:</b> 1. Tab is knowledgeable of the workings of the Finals Unit and the calibration procedures for the equipment used.
<b>Statement of overall effectiveness of the system:</b> <ul style="list-style-type: none"><li>• The process appears to be functioning very well and meeting all required objectives</li></ul>
<b>Distribution of Audit Report:</b> <ul style="list-style-type: none"><li>• Manager of area audited</li><li>• A.D.E. Construction</li><li>• ISO Management Representative</li></ul>
<b>Unit Manager Comments Including Follow-Up Action: (if any)</b> ➤