

**PENNDOT – Engineering District 10-0  
ISO 9001 Internal Audit Report  
(01/13)**

<b>Department</b>	<b>Audit Process</b>	<b>Date &amp; Time of Audit</b>
Construction Services	8.2.4	10/6/15

<b>Auditor(s)</b>	<b>Audit Objectives:</b>
1. Alicia Kavulic 2. Rick Elliot	To review process and ensure compliance

<b>Name of Auditee(s)</b>	<b>Auditee(s) job Function</b>
1. Steve Geidel	1. Construction Services Engineer

<b>Item(s) or areas audited</b>
8.2.4 Monitoring and Measurement of Product

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

<b><u>Plan approved by: (Management Representative)</u></b>
Tab Boyer

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## Audit Criteria

### External requirements (questions)

1. Across projects, how do you know that contracts are being managed consistently?
- 2.

### External requirements (answers)

1. ACEs review individual projects to make sure things are consistent. Also, the Quality Assurance Division reviews physical work to ensure that specifications are being met. Documentation is checked by the Finals Unit and material certifications are checked by the Materials Unit. Employees are also rated through the EPR process.

### Internal requirements (questions)

1. If an IIC finds an issue with something in the contract, how is it reported?
2. How are issues shared between projects and/or ACE areas?

### Internal requirements (answers)

1. They are discussed at the yearly Design/Construction/Maintenance Meetings and also communicated back to the designer.
2. Issues are shared between ACEs at weekly and monthly meetings. Issues are also discuss at IIC Meetings and at Winter School.

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## Overall Statement of Effectiveness of the Quality Management System

### Areas of strength regarding ability to meet requirements- including observed BEST Practices

1. The method in which issues are shared on a regular basis is a strength.

### Areas to consider for improvement:

1. none

### Specific observed nonconformities (Findings): If Applicable, Follow-up Scheduled:

1. none

### Observations and auditor comments:

- 1.

### Statement of overall effectiveness of the system:

- This systems seems to be effective. Projects are monitored for consistency and information is shared amongst all of the areas.

### Distribution of Audit Report:

- Manager of area audited
- A.D.E. Construction
- ISO Management Representative

### Unit Manager Comments Including Follow-Up Action: (if any)

