

**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 Unit	5.6 Management Review	

<b>Auditor(s)</b>	<b>Audit Objectives:</b>
1. Greg Schnur 2. Larry Riggleman	Review administrative aspects of the ISO Management Review Program (Process 5.6) and ensure the process is being followed

<b>Name of Auditee(s)</b>	<b>Auditee(s) job Function</b>
1. Tab Boyer	1. ISO Management Representative, Consultant Agreement Engineer

<b>Item(s) or areas audited</b>
Management Review of the ISO QMS

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

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## Audit Criteria

### External requirements (questions)

1. I understand that the ISO process will be changing, what are we doing to transition to 9001:2015?
2. When do you expect this to be completed?
3. How will having the 2015 certification help the District 10 Construction Unit?

### External requirements (answers)

1. Process is not changing. Moving to 2015 standards. Four people were sent to 1 day training in order to help transition. Will review and revise QM as needed.
2. April 2018
3. Will ensure we are in compliance with international standards which will hopefully provide better quality.

### Internal requirements (questions)

1. When was the last time an ISO refresher was conducted?
2. Who is on the ISO committee and how are they chosen to be on the committee?
3. How are the results of each audit conveyed to the rest of the committee or Construction Unit?

### Internal requirements (answers)

1. 2016 by Steve Marcinko of District 12-0. Also an online training. There will be one for the new standard as well.
2. Unit heads and anyone who has a process in the QM. They are invited semi-annually.
3. Committee sees comments at the management review and the results get sent out via email to everyone in a timely fashion.

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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. Ability/knowledge of the ISO management representative

### Areas to consider for improvement:

1. Better Training

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

1. N/A

### Observations and auditor comments:

1. N/A

### Statement of overall effectiveness of the system:

- Hopefully the 2015 standard can be implemented and adhered to.

### Distribution of Audit Report:

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

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

