

**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>
District 10 Construction Unit	8.2.4	1/11/18 2:15 pm

<b>Auditor(s)</b>	<b>Audit Objectives:</b>
1. Dave Meagher, ACE 2. Kate Bailly	To review process and ensure compliance

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

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

<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	
<u>External</u> requirements (questions) <ol style="list-style-type: none"><li>1. What services can be monitored only after completion?</li><li>2. How are ACEs ensuring consistency between their IICs and another ACE's IICs?</li></ol>	
<u>External</u> requirements (answers) <ol style="list-style-type: none"><li>1. Finals audits and project closeout.</li><li>2. Holding quarterly IIC meetings to share ideas</li></ol>	
<u>Internal</u> requirements (questions) <ol style="list-style-type: none"><li>1. How do we ensure persons auditing/reviewing services are consistent from person to person and project to project?</li><li>2. Is there a program in place in the case of poor EPR/Reviews to improve performance for IIC/Employee? What guidelines exist for this program?</li></ol>	
<u>Internal</u> requirements (answers) <ol style="list-style-type: none"><li>1. Finals Unit Manual. Maybe develop a checklist.</li><li>2. Yes. Corrective Action Plans are in place.</li></ol>	

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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. Quarterly IIC meetings to share and discuss ideas and areas of improvement.

### Areas to consider for improvement:

1. Develop a checklist for Finals Unit auditing personnel for use by new auditors.

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

1. None.

### Observations and auditor comments:

1. None.

### Statement of overall effectiveness of the system:

- Concerns or performance is communicated back to the appropriate individuals.

### Distribution of Audit Report:

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

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

