

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

| Department | Audit Process | Date & Time of Audit |
|-------------------|----------------------|---------------------------------|
| Materials Unit | 7.5.1 – M4 | |

| Auditor(s) | Audit Objectives: |
|--|--|
| 1. Alicia Kavulic 2. Stephen Boring | Review process to ensure compliance and improved effectiveness with ISO 9001:2000 and organizational requirements. |

| Name of Auditee(s) | Auditee(s) job Function |
|---------------------------|--------------------------------|
| 1. Greg Carnahan | 1. TCIS - Materials |

| Item(s) or areas audited |
|---|
| 7.5.1 – M4 – Initial Bituminous Asphalt Inspection - Annual |

| Auditee Comments: |
|---|
| <input type="radio"/> No additional comments. |

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

PENNDOT – Engineering District 10-0

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Audit Criteria

External requirements (questions)

1. Is there a required response time that must be met after the inspection is requested? (specific turn-around time)

External requirements (answers)

1. No. The plant usually gives several weeks' notice when they are ready for an inspection. The Materials Unit works to schedule the inspections in a timely manner.

Internal requirements (questions)

1. What is the required documentation?
2. How is the plant notified of items that need to be addressed? (letter, verbal, email?)
3. Is there a checklist for the inspection?

Internal requirements (answers)

1. The required documentation is form T-498 and T-498R.
2. The plant is notified the same day and given a copy of the form.
3. Yes. There is a lab equipment checklist. Everything is based on Bulleting 41 and Pub. 408.

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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 documentation is clear and organized. The form ensures that the inspector covers all of the inspection points and provides the appropriate documentation.

Areas to consider for improvement:

1. none

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

1. none

Observations and auditor comments:

1. The employee is well-versed in this process and was able to explain every step with great detail.

Statement of overall effectiveness of the system:

- The process is efficient and effective.

Distribution of Audit Report:

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

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

