

**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 10-0	8.5.1 SC2	12/19/18 1:00 PM

<b>Auditor(s)</b>	<b>Audit Objectives:</b>
1. Mark Kmetz 2. Mark Wasilko	Review process and update as needed

<b>Name of Auditee(s)</b>	<b>Auditee(s) job Function</b>
1. Ron Schrekengost	1. Assistant Structural Control Engineer

<b>Item(s) or areas audited</b>
8.5.1 SC2 Disposal of Bridge Paint Waste

<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. From the flowchart Bullet #1 & #2. How does the EPA issue the acknowledgement of notification of regulated waste activity? Is this emailed back to the SCE or the ASCE?
2. From Attachment #2, Bridge Paint & waste storage requirements 1<sup>st</sup> bullet, impervious tarps are required. What do you see being utilized to fulfill this requirement?
3. Does the Paint Manifest tracking sheet need updated? Is it functioning smoothly?
4. Is the standard special provision up to date?

### External requirements (answers)

1. Email and / or paper copy. Both are acceptable.
2. For ground areas, tarps and heavy mill plastic are acceptable.
3. No. Meets our needs well. Need to ensure project field staff complete the form and submit it to the SCE.
4. Yes. The 2010 version is the most current.

### Internal requirements (questions)

1. Were there any projects in the 2018 construction season disposing of bridge paint waste? What type of containers were used?
2. Should the process owner be updated to ASCE or reflect both ASCE and/or SCE?
3. Are there any upcoming projects that you project needing inspectors for the 2019 construction season?
4. Bullet #5 of Disposal of bridge paint waste mentions to note in inspector's diary when and how many containers of waste are placed in the storage site. Could this be better noted as an added column on the waste manifest tracking sheet rather than be on a PSA (inspectors diary)?

### Internal requirements (answers)

1. There were 2 active projects generating paint waste in the 2018 construction season. Steel drums into roll off containers, plastic pails into construction gang boxes.
2. No. SCE is adequate.
3. Yes. Scheduled for 2019 construction season is SR 403 over US 22 in Indiana County.
4. No. Documentation on PSA has been functioning accordingly. No update needed. The PSA Diary would track how many containers are stored on-site. There may be multiple containers stored inside one roll-off container. The roll-off would represent one container when it is picked up for disposal.

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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. Auditee was well prepared with all pertinent information needed for this process in a file folder.

### Areas to consider for improvement:

1. Consider adding permanent waste disposal number to BMS.
2. Scope of work could be modified to include a statement “This process should be reviewed at the pre-paint meeting on the project”.
3. Attachment #3 – statement # 8 needs to state a certified representative must sign the waste manifest.

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

1. There is a typo on # 11 of attachment #3? The statement needs revised to “SCE”.

### Observations and auditor comments:

1. As a follow up observation to the previous audit on this process, the 6<sup>th</sup> bullet point on the flowchart had contractor added to ease confusion as to whom is to receive the proper stickers for the waste hauler.

### Statement of overall effectiveness of the system:

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### Distribution of Audit Report:

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

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

