

**PENNDOT – Engineering District 10-0
ISO 9001 Internal Audit Report
(08/19)**

Department	Audit Process	Date & Time of Audit
Construction Unit 10-0	Structural Plans Review	11/8/19 2 pm

Auditor(s)	Audit Objectives:
1. Dan Barr	Review process and update as needed

Name of Auditee(s)	Auditee(s) job Function
1. Ron Schreckengost	1. Structure Control Engineer

Item(s) or areas audited
8.5.1-SC1 Structure Plans Review Process

Auditee Comments:
<ul style="list-style-type: none"> <input type="radio"/> None

<u>Plan approved by: (Management Representative)</u>
Seth Marshall

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Audit Criteria

External requirements (questions)

1. Under procedure in process, should ASCE be added.
2. Under Scope, the dollar value set to trigger the review should be re-evaluated due to the cost increase of labor and building materials.
3. Under Scope, should National Highway System be changed to Business Plan Network 1 & 2

External requirements (answers)

1. Yes, add ASCE
2. Yes, the same bridges constructed 5 years ago below the dollar amount trigger are now meeting the review amount due to cost increases in labor and building materials.
3. Yes

Internal requirements (questions)

1. Are all reference documents current and up to date?
2. Is all pertinent review material provide prior to required review date?
3. Should the Structure Control Review Spreadsheet be updated? And should a blank copy be added to the Reference Documents?

Internal requirements (answers)

1. No 2 out of 4 do not work.
2. Yes, all material provided within allotted review window.
3. Yes and Yes

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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. Bridge Construction Knowledge and Field Experience of the review process keeps the process function properly.

Areas to consider for improvement:

1. Need to add ASCE to DRS so that the SCE can have the ASCE do reviews as needed or assigned.

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

1. None

Observations and auditor comments:

1. Recommended to add ASCE to SCE under Procedure: District 10 Construction Unit Reviewers (SCE and/or ASCE)
2. ISO Management Representative Should confirm when accessing this procedure from the Internet, PennDOT homepage that the most current copy is made available.

Statement of overall effectiveness of the system:

- Adequate

Distribution of Audit Report:

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

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

