

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

Department	Audit Process	Date & Time of Audit
Construction	8.2	11-25-19 9:00 AM

Auditor(s)	Audit Objectives:
1. Michael Masisak 2. Brade Guntrum	Review process to insure compliance and improve effectiveness with ISO 9001. 2015 and organizational requirements. Verify that the QMS is effectively implemented and maintained

Name of Auditee(s)	Auditee(s) job Function
1. Paul Koza	1. Assistant District Engineer- Construction

Item(s) or areas audited
8.2 Requirements for products and services

Auditee Comments:
○

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

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Audit Criteria	
<u>External</u> requirements (questions) 1.	
<u>External</u> requirements (answers) 1.	
<u>Internal</u> requirements (questions) 1. 8.2.1. How is communication made? 2. 8.2.4. How are people made aware of changed requirements? 3. 8.2. How do you determine that the Construction Unit is meeting the requirements for products and services? 4. Who is responsible for ensuring that the requirements are met?	
<u>Internal</u> requirements (answers) 1. Work zone Wednesday, Press Release, Outlook Meeting. 2. Press Release, Social Media, Work zone Wednesday. 3. Annual Surveys to the public. 4. Construction Support Services Engineer.	

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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. Communicating well to the public.

Areas to consider for improvement:

1. None

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

1. None

Observations and auditor comments:

1. Assistant District Engineer- Construction very knowledgeable about process.

Statement of overall effectiveness of the system:

- Process is working without any known issues.

Distribution of Audit Report:

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

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

