

**1<sup>ST</sup> & 2<sup>ND</sup> STAGE CERTIFICATION AUDIT REPORT**

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**COMPANY NAME:** Wolf Fabrication and Engineering

**JOB NO:** ACS 019                      **STANDARD:** ISO 9001:2015 STANDARD

**SCOPE OF CERTIFICATION:** Manufacture & supply of earthmoving buckets & General Engineering. Repair & Maintenance on-site

**DATE OF AUDIT:** 8- 9 June 2017

**AUDIT TEAM**

Team Leader:	Michael Laurence
Auditor(s):	N/A
Technical Expert:	N/A

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**ATTACHMENTS (left with Management at closing meeting)**

One (1) Observations Sheet (with One (1) observation)

## 1.0 OBJECTIVE OF THE CERTIFICATION AUDIT

The 1<sup>st</sup> & 2<sup>nd</sup> Stage certification audit was held at Wolf Fabrication and Engineering, 12 Hamburg Street, Spartan, Kempton Park, to verify compliance to the ISO 9001:2015 STANDARD so that certification could be recommended.

The observations raised at the 1<sup>st</sup> Stage Certification audit were reviewed and accepted.

The Sales, Production, Purchasing, Human Resources Departments/Processes and Management functions were audited at the 2<sup>nd</sup> Stage Audit to verify the scope listed on Page 1 of this report and the exclusion below was identified and confirmed.

- 8:3 (Design and Development of Services and Product.)

## 2.0 RESULTS AND OVERVIEW OF THE AUDIT

An opening meeting was held with the Management and the audit plan agreed upon.

The audit was conducted by sampling the various records and documents. A trace forward auditing technique was utilised to verify the control of processes and their logical sequence. The exclusions detailed in section 1 were verified during the audit.

The auditor was accompanied by I. Uttley throughout the audit. In addition, departmental personnel were involved during the audit. In addition, departmental personnel were involved during the audit.

The documentation throughout the company was well detailed and adequately covered the processes of Wolf Fabrication and Engineering.

A Management review had been conducted (the review being conducted on the 19 May 2017) with senior management involvement. This review covered all aspects of the quality management system.

An Internal Auditor had conducted internal audits according to the schedule, these were comprehensive with reports generated and circulated for management to action where non-conformities to the system were noted.

From the samples reviewed One (1) observation was noted.

A closing meeting was held with the management and the One (1) observation discussed, this was accepted by the management representative. It was also confirmed that whatever was seen, heard and read by the auditor would remain confidential between Wolf Fabrication and Engineering and Alpha Certification Services.

### 3.0 CERTIFICATION FOLLOW-UP, CLOSURE AND CONCLUSION

As only an observation was raised during the audit it is recommended that Wolf Fabrication and Engineering be certificated to ISO 9001:2015 STANDARD with the exclusions, which are listed in Section 1 of this report.



**SIGNED:** .....  
M Laurence

**DATE:** 14 June 2017

**NOTE:** Only a sample of processes, records, documents etc. were reviewed during the audit, therefore where no corrective actions/observations were raised it does not mean that none exist within the management system.

### 4.0 CERTIFICATION APPROVAL

Following the recommendation of the Lead Auditor, and having reviewed the relevant assessment documentation, certification approval is authorised for Wolf Fabrication and Engineering.

**AUTHORISED BY:**  .....

**NOTE:** you are invited to comment on this report via E-mail [iso@alphacs.co.za](mailto:iso@alphacs.co.za) or Fax 086 623 5281 (for the attention of the Managing Member).