

Project
Report of Quality Audit

AUDIT NO: _____

Date: _____

Organization audited: _____

Subcontract No.
 (where applicable) _____

The above cited organization was audited:
 On _____ 19 _____ at _____ hours
 Location _____

The subject of the audit being:

The reference documents applicable being:

The auditor(s) for Company was (were)

<u>Name</u>	<u>Function</u>
_____	_____
_____	_____
_____	_____

The organization audited, was represented by:

<u>Name</u>	<u>Function</u>
_____	_____
_____	_____

During the audit a pre-prepared questionnaire was presented and after due investigation a written reply was entered against each question, the text being agreed by the auditor and the auditee.

Deviations from the requirements stated in the reference documents identified during the audit have been duly entered on the conclusion page(s) as audit findings. Significant deviations are further identified as nonconformances.

Auditor and auditee have signed the attached conclusion page having agreed the list of audit findings, the corrective actions required, the dates by which they shall be completed and the person(s) responsible for initiation, follow-up and close out.

Distribution	
Original:	Auditee
Copy:	Constr. Supt./Constr. Spec
File:	QA Manager