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| **AUDIT NO.** |  | **AUDIT DATE** |  **09.02.18** |
| **NAME OF THE AUDITOR** | **Mr. T.N. Chandramouli & Dr. Shijith Kumar C**  |
| **NAME OF THE AUDITEE** | **Dr. Animesh Barman** |
| **DEPARTMENT/FUNCTION** |  **Academic Section** |
| **SL NO** | Audit Observations | **Attribute to** **ISO 9001:2008 Clause** | Status  |
| "OI" “O+” “NC” |
|  | The documents have been properly labeled and well maintained.Document retrieval efficiency is good. | 4.2 | O+ |
|  | Verified Process Manual. Control of Processes is not getting reflected in the Flow Chart. | 4.2 | OI |
|  | Tested the knowledge of the staff on processes and found satisfactory.  | 6.2 | O+ |
|  | Checked the actions taken to address risks and opportunities and verified the related documents: Clinical Code of Conduct and Department Meeting Minutes (ACA/R/SS/21, Docu. No,SS/FF/22/2016-17 dated 20.09.17) – Found satisfactory | 6.1 | O+ |
| 4 | The environment for the operation of processes (psychological) is found satisfactory. Verified Mentors List (SH/ACA/Mentors/2017-18 dated 03.07.17  | 7.1.4 | O+ |
| 5 | Addressing customer requirements suitably-Verified Work Instruction No. ACA/W1/08 dated 08.02.16 and document No. ACA/R/SS/03 Application from Ms. Shilpa N dated 17.01.18  | 8.5.5 | O+ |
| 6 | Verified Measures of Performance. The student feedback is not updated | 9 | OI |
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| **Signature of the auditor** |  | **Signature of the auditee** |  |