

# Audit program



Name / Organisation	
Contact person	
Audit address	
Certificate number	K...../01
Year	2019

Standard(s)	BRL-K21006/02 d.d. 2010-12-15 + Amendment sheet d.d. 2015-03-15
Scope of certification	PE/GRP sumps for underground fuel storage tanks, manifold chambers and pump dispensers.
Regulations	Kiwa-Regulations for Certification : 2017
Number of visits	2 visits each year

Standard requirements	Entrance	Frequency	Inspection visit 1	Inspection visit 2
Documentation control (required by initial evaluation)	X	E.V.		
Implementation control (required by initial evaluation)	X	E.V.		
Organisation	X	By Change		
Engineering and design	X	E.V.		
Process requirements – incoming inspection	X	E.V.		
Process requirements – process control	X	E.V.		
Product control	X	E.V.		
Product with defects	X	1x/yr.		
Complaints	X	1x/yr.		
Internal transport and storage	X	1x/yr.		
Quality system requirements	X	E.V.		
Qualification of personnel & special processes	X	1x/yr.		
Calibration	X	1x/yr.		
Use of Kiwa logo's	X	1x/yr.		

E.V. = Every visit

## Audit objectives

Kiwa will assess the following during the audit:

- the quality system and the quality manual correspond to the requirements of the Evaluation Guideline(s) and the established scope of the certificate;
- the quality system has been implemented properly in order to ensure compliance with the requirements of the applicable Evaluation Guideline;
- the defined processes and documentation of the quality system have been implemented;
- the quality system is functioning effectively;
- the results of the activities is in accordance with the requirements of the quality system.

## Instructions for the auditor:

1. This form is **for internal use** and is required for each year and for each company.
2. After each audit the column for that audit has to be completed for that audit.
3. After the last audit in that year the completed form is to be sent to the relevant product manager.