STEELWORKS	FORMAT NO.: SWPE/MR/F07 ISSUE NO. : 01 REVISION NO. : 00	
	INTERNAL AUDIT REPORT (CHECK-SHEET)	Page 01 of 04

Auditor Name:ROHIT SHARMA
Audit Date: 15/10/2026

Clause description	Noticeable points	Objective evidence
1, 2 , 3	Description and conformity of scope, Normative references and all other Terms and definitions according to ISO 9001:2015 standard's requirement	Yes, fulfilled and found satisfactory.
Clause 4: 4.1 4.2 4.3 4.4	Description & fulfillment of "Context of the organization" (according to ISO 9001:2015 standard): 4.1: Understanding the organization and its context	Quality Manual Documented. (SWPE/DIM/01), Dt. 01/08/2025 Ann. 1 of Manual
	4.2: Understanding the needs and expectations of interested parties	Defined & Documented. (Ann. 2 of Manual)
	4.3: Determining the scope of the quality management system	Defined on Page no 08 of Manual.
	4.4: Quality management system and its processes	As per Process Interaction Matrix. (Ann. 3 of Manual)
Clause 5: 5.1 5.1.1 5.1.2 5.2 5.2.1 5.2.2 5.3	Description & fulfillment of requirements of "Leadership"(according to ISO 9001:2015 standard) : 5.1 : Leadership and commitment 5.1.1 : General 5.1.2 : Customer focus	Yes, found okay & satisfactorily mentioned.
	5.2: Policy: 5.2.1: Establishing the quality policy 5.2.2 : Communicating the quality policy	Quality Policy defined, documented & displayed for easy communication. (Ann. 7 of QM)
	5.3: Organizational roles, responsibilities and authorities	Yes, found okay & satisfactorily mentioned and well defined too. (Ann. 5 of Manual)
Clause 6 6.1 6.2 6.3	Description & fulfillment of requirements of "Planning"(according to ISO 9001:2015 standard) : 6.1 : Actions to address risks and opportunities	Yes, found okay & satisfactorily mentioned. Process Risks are identified & documented as per Matrix. (SWPE/RA/01) on -1/09/2025.
	6.2: Quality objectives and planning to achieve Them	Yes, measurable objectives for all key functions are defined & documented. (SWPE/MR/F01) Monitoring Data of Quality Objectives evident. (Apr-June)
	6.3: Planning of changes	No change in QMS in last one year.

Auditor Name: ROHIT SHARMA

Clause description	Noticeable points	Objective evidence
Clause: 7 7.1 7.1.1 7.1.2 7.1.3 7.1.4 7.1.5 7.1.6 7.2 7.3 7.4 7.5 7.5.1 7.5.2 7.5.3	**Description & fulfillment of requirements of "Support" (according to ISO 9001:2015 standard) :** **7.1 : Resources** **7.1.1 : General** **7.1.2 : People** **7.1.3 : Infrastructure** **7.1.4 : Environment for the operation of processes** **7.1.5 : Monitoring and measuring resources** **7.1.6 : Organizational knowledge**	**Yes, found okay & satisfactorily mentioned.** **List of Machines verified. (SWPE/ML/07)** **Ref: List of Equipment & Calibration Plan. (SWPE/ML/06)** **Calibration Records verified.** **Calibration certificates evident for all instruments.** **Calibration Standard: NABL**
	7.2 : Competence	**Yes, Competence of all key positions is defined & documented. (SWPE/CM/01).** **Competence records maintained as per List of employees. (SWPE/ML/04)**
	7.3 : Awareness	**Yes, Training Plan for year 2025 documented. Total 05 Trainings planned & all 05 conducted till December. Records maintained (SWPE/MR/F03,04)** **Training Effectiveness conducted as per Questionnaire.** **Skill Matrix documented SWPE/MR/F02 documented as on 01/08/2025.**
	7.4 : Communication	**Yes, found okay & satisfactorily mentioned.**
	7.5 : Documented information **7.5.1 : General**	**Yes, found okay & satisfactorily mentioned.** **Ref: Quality Manual (SWPE/QM/01)** **Procedures-SWPE-D-01 to SWPE-D-08** **Instructions & Formats (List of Formats- SWPE/ML/03)**
	7.5.2 : Creating and updating	**Yes, found okay & satisfactorily mentioned.** **Procedure for Document Control-PR-01** **Procedure for Records: SWPE-D-02**
	7.5.3 : Control of documented information	**Yes, found okay & satisfactorily mentioned.** **Ref: Quality Manual** **Procedures** **Formats, WIs etc.**

Auditor Name: ROHIT SHARMA

Clause description	Noticeable points	Objective evidence
Clause: 8 8.1 8.2 8.2.1 8.2.2 8.2.3 8.2.4 8.3 8.3.1 8.3.2 8.3.3 8.3.4 8.3.5 8.3.6 8.4 8.4.1 8.4.2 8.4.3 8.5 8.5.1 8.5.2 8.5.3 8.5.4 8.5.5 8.5.6 8.6 8.7	**Description & fulfillment of requirements of "Operation" (according to ISO 9001:2015 standard) :** **8.1 : Operational planning and control**	**Yes, found okay & satisfactorily mentioned.**
	8.2 : Requirements for products and services **8.2.1 : Customer communication** **8.2.2 : Determining the requirements for products and services** **8.2.3 : Review of the requirements for products and services** **8.2.4 : Changes to requirements for products and services**	**Yes, found okay & satisfactorily mentioned.** **Verified Order file & Invoice File.** **However, incoming Inspection reports are not being maintained adequately. NC**
	8.3 : Design and development of products and services **8.3.1 : General** **8.3.2 : Design and development planning** **8.3.3 : Design and development inputs** **8.3.4 : Design and development controls** **8.3.5 : Design and development outputs** **8.3.6 : Design and development changes**	**It's excluded from the scope of QMS.**
	8.4 : Control of externally provided processes, products and services **8.4.1 : General** **8.4.2 : Type and extent of control** **8.4.3 : Information for external providers**	**Yes, found okay & satisfactorily mentioned.** **Ref: List of Approved Supplier** **Purchase Orders** **Supplier Rating form**
	8.5 : Production and service provision **8.5.1 : Control of production and service provision** **8.5.2 : Identification and traceability** **8.5.3 : Property belonging to customers or external providers** **8.5.4 : Preservation** **8.5.5 : Post-delivery activities** **8.5.6 : Control of changes**	**Yes, found okay & satisfactorily mentioned.** **Ref: Production Reports** **PM Records .**
	8.6 : Release of products and services	**Yes, found okay. Verified Final inspection reports.**
	8.7 : Control of nonconforming outputs	**Yes, found okay & satisfactorily mentioned.** **No non-conformity observed in product/process till date.**

Auditor Name: ROHIT SHARMA

Clause description	Noticeable points	Objective evidence
Clause: 9 9.1 9.1.1 9.1.2 9.1.3 9.2 9.3 9.3.1 9.3.2 9.3.3	**Description & fulfillment of requirements of "Performance evaluation" (according to ISO 9001:2015 standard) :** **9.1 : Monitoring, measurement, analysis and evaluation** **9.1.1 : General** **9.1.2 : Customer satisfaction** **9.1.3 : Analysis and evaluation**	**Yes, found satisfactorily mentioned.** **Yes, Monitoring, measurement, analysis & evaluation found satisfactory.**
	9.2 : Internal audit	**Yes, found okay & satisfactorily mentioned.** **Ref: Internal Audit Plan (SWPE/MR/F05)** **Internal Audit Schedule(SWPE/MR/F06)** **Internal Audit Check sheet (SWPE/MR/F07)** **Internal Audit NC(SWPE/MR/F08)**
	9.3: Management review **9.3.1: General** **9.3.2: Management review inputs** **9.3.3: Management review outputs**	**Yes, MRM frequency is defined as once in 6 months.**
Clause: 10 10.1 10.2 10.3	**Description & fulfillment of requirements of "Improvement" (according to ISO 9001:2015 standard) :** **10.1 : General**	**Yes, found okay & satisfactorily mentioned.**
	10.2 : Nonconformity and corrective action	**Yes, found okay & satisfactorily mentioned.**
	10.3: Continual improvement	**Yes, found okay & satisfactorily mentioned.**

Report Prepared by: ROHIT SHARMA 15/10/2020

STEELWORKS & POWER ENGINEERS PVT LTD

Report Received by: *Anuj Kumar*