



AUDIT REPORT

Reference: 9001 , 18001 & 14001

J.Z.SHAH ARTS AND H.P. DESAI COMMERCE COLLEGE

Date : 22/09/2018

ISO

QMS 9001 : 2015, OHSAS 18001:2007 & EMS ISO 14001:2015

Name of the Principal :
Dr.Kishorsinh N Chavda

Management Representative:

Dr.Sejal Desai
Prof. Chaya Naik
Prof. Mehul Shah

MSYSCERT Team: Lead Auditor:

Ravi Rathod
Jigar Shah
MahendraKumar

Audit Duration: 1 day (7 Hours)

Consultant : Vrund Shah



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1. Audit Conclusion.

The recommendation of the Lead Auditor is that The Lisheen Mine continues to be registered to QMS ISO 9001:2015 , EMS ISO 14001:2015 & OHSAS 18001:2007.

2. Summary of Management System compliance and effectiveness at meeting the company's objectives.

MSYSCERT have assessed the management system for its compliance with OHSAS 18001:2007 and, with the exception of the findings raised as category 2 in section 4 of this report, find it to be satisfactory.

Continual Improvement Activities and Status:

Excellent progress recorded for QMS , all environmental and health & safety objectives and targets set.

List of interviewees : See meeting attendance.

Use of MSYSCERT Mark: No issues.

3. Next Audit Focus and Date

The next audit is re-assessment audit and this is planned for *OCT 2019.*

4. Scope of this Assessment.

**PROVISION OF B.COM.,B.A.,M.COM.,M.A.(GRANT-IN-AID)
B.COM.(SELF FINANCE) TALLY, FASHION DESIGNING, NURSING,
JEWELLERY DESIGNING, CAMPUS TO CORPORATE TRAINING (C2C)
COURSE AND ALL TYPE OF OTHER ACTIVITIES**



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15/10/19

PROF. DR. J. J. J.



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Notes :

Audit Findings and Response Requirements

The organisation is required to determine the cause of each grade 1 or 2 findings and put in place appropriate correction and corrective action within the time frame indicated below. A written response is to be submitted to MSYSCERT after:

- ? Registration - Stage 2,
- ? re-assessment
- ? if graded 1 finding raised
- ? when noted by the lead auditor in section 1 of the report.

AUDIT PLAN

College Name : J.Z.SHAH ARTS AND H.P. DESAI COMMERCE COLLEGE.

Address : Amroli - Surat - 394107. Station : Utran (W.Rly) Ta. Choryasi. Dist. - Surat (Gujarat) India.

Audit Objectives:

- ? information and evidence about conformity to all requirements of the applicable management system standard or other normative document, including demonstrated commitment to maintain effectiveness, and identification of areas for potential improvement;
- ? evaluate client's performance to statutory, regulatory and contractual requirements;
- ? performance monitoring, measuring, reporting and reviewing against key performance objectives and targets (consistent with the expectations in the applicable management system standard or other normative document);



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Scope of Audit :

NOTE:

List physical locations, products, activities at audited location(s), inter-relationship of audited location within corporate structure if applicable, exclusions (if any).

A surveillance audit will cover a part of the management system as detailed on the attached

AUDIT TIME TABLE

Time

9:30 AM
10:30 AM

12:00 PM
1:30 PM
2:30 PM

3:30 PM

Activites

OPENING MEETING
WEL COME AUDITOR
FORM ALL COLLEGE
STAFF
COLLEGE VISITE
LUNCH
CHECK DOCUMENT
(FORMATS)
CLOSE MEETING

1. Complete program with details of processes/clauses/risks/impacts/significant users and/or areas to be covered.
2. Identify roles of audit team members (and experts if used)
3. Plan to include follow up on corrective actions from previous audit findings, periodic team meetings to assess progress, report preparation and closing meeting.
4. Audits which extend over one day duration should include a brief meeting between auditor(s) and client at the end of each day.



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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
Curriculum Transaction	Teaching methods & teaching aids	Yes	Good	
	E-learning modules	Yes	Good	
	Project work UG/PG	Yes	Good	
	Student support – remedial coaching	Yes	Very Good	
	Parents meeting – Evaluation of student's progress	Yes	Good	
	Feedback from students	Yes	Good	
	Steps taken on the feedback	Yes	Good	
Faculty Profile	Projects completed / on going	Yes	Good	
	Seminars / conferences attended	Yes	Good	Yes
	Papers / articles / books published	Yes	Good	
	Training Program / Workshop	Yes	Good	
	Preparation of E-learning Materials / Content	Yes	Good	
Profile of Student	Student involvement in extra- curricular & Co-curricular activities	Yes	Very Good	
	Study tour / industrial visit / exhibitions / internship / Training	Yes	Good	



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	Achievement	Yes	Good	
Infrastructure In the Department	class rooms	Yes	Very Good	
	laboratories	Yes	Good	
	computers –teachers	Yes	Good	
	Computers- for student	Yes	Very Good	
	computer – research scholars	Yes	Good	
	instruments	Yes		
Activities of the Department				
	Collaborations	Yes		
	Association Meetings	Yes		
	Guest lectures	Yes		
	Conference / Seminar/ Workshop conducted	Yes		
	Interaction with Industry / Research Centres / Educational Institutions	Yes	Good	
	Newsletters / Magazine	Yes	Good	
	Placement	Yes	Very Good	



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V. Shetty

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➤ Requirement of Impliment and Suggestions.

- M.R.M report for every month
- Fristaid box for every floor
- Keep silence Tagline each every floor
- R.O.Plant :- Water TDS report
- Display of Quality Objectives
- Leadership / Aptitude Training programme for final year students



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Customer Satisfaction Questionnaire

1 AUDIT PLANNING

5 4 3 2 1

Quotation and Application Process	√				
Communication with auditor	√				
Audit Plan / Understanding scope of audit		√			
Audit Scheduling / Timeliness of audit	√				

2. AUDIT CONDUCT

Auditor Punctuality		√			
Use of audit time / efficiency		√			
Sampling of activities / personnel	√				
Dept of Audit	√				
Interaction with Staff	√				
Interaction with top management	√				

3. AUDIT REPORTING AND CONCLUSIONS

Report quality (legible, complete, clear etc.)	√				
Meeting Conduct	√				
Constructiveness and value of audit	√				
Clarity of presentation of audit findings	√				
Response and follow up		√			



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4. YOUR OVERALL IMPRESSION OF MSYSCERT AND SERVICES

Image		√			
Administration	√				
Professionalism	√				
Confidentiality	√				
Quality		√			

End of Report
Next Audit : Oct'2019

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