

Second Party Audit Plan

6E1 Traction motor and motor alternator (Winding of Armatures)

Organization:			
Address:			
Visited firm		Audit Date:	
Lead Auditor:			
Audit Criteria	ISO: 9001, and Applicable technical specification.		
Audit Language:	English		

The objective of the audit: is to provide Transnet Engineering's Management with the assurance that the processes applicable to and the technical expertise required for winding of armatures is of a standard that will ensure the products delivered to the customer comply with specified criteria.

Start time	End Time	Owner	Area / Department /	Process / Function
08:00	12:00	Audit team	Boardroom: Opening Meeting	<ul style="list-style-type: none"> • Introduction • Audit Background • Audit Scope • Audit criteria • Handling of Non-conformance • Classification of findings
		Audit team	Document Review:	<ul style="list-style-type: none"> • Specification and Drawing • Manufacturing procedure • Process flow-chart and QCP • Quality Check-sheet • Material specification • Outsourced activities (Sub-contracting)
		Lead Auditor	QMS	<ul style="list-style-type: none"> • Handling of Non-conformances • Internal Audits • Management Review • Customer surveys • Calibration and Maintenance of equipment's. • Record keeping • Training Records and skill matrix
		Technical Team	Production Line	<ul style="list-style-type: none"> • Production Activities (Following the process flow chart, the audit team will verify the availability and suitability of measuring, tools, machinery, testing facility, ovens, technical knowledge, Job-cards, QC, packaging)
		Audit team	Boardroom	Finding Consolidation
		Audit team	Boardroom-Closing Meeting	Presenting audit findings
End of Audit				