

ISO 9001:2008

Announcing our Internal Audit Program

Internal Auditors

We have trained a team of employees to become “Internal Auditors”. They have learned how to plan, conduct and document an Internal Audit. They will be scheduling an audit of each area of the company.

During these audits, they will look at the documented procedures and work instructions, and watch how processes are being performed. They want to find out if the documented procedures and work instructions are being followed, and if they lead to quality product.

Auditors will also be looking for things like:

- Appropriate records
- Equipment is calibrated
- Employee training and qualifications
- Nonconforming product is correctly controlled
- Product is properly labeled and identified
- Materials are purchased from suppliers that have been evaluated and approved
- Corrective actions are completed and effective
- Any other requirements of our Quality Management System

An Internal Audit is an Audit of the Process, Not the Person

It is important to remember that the purpose of the audit is to evaluate if the QMS processes are being followed, and if they are effective. It is not an evaluation of employees. Although it is part of each

employee’s job to follow the requirements of the QMS, it is up to an employee’s supervisor to evaluate performance, not an internal auditor. An audit is an opportunity to

identify where we can make improvements to our processes. Effective audits lead to continual improvement and success for our company!

