

Audit & Inspection Management

Web EHSdesk™ provides a fully integrated suite of web-based software applications designed to support administrative, operational, and business process information management associated with Environment, Health, and Safety (EHS).

The **Audit & Inspection Management (AIM)** application provides an integrated assessment management process and establishes a standardized format for all audits and inspections. Audits/Inspections can be created, tracked, scheduled, and managed within AIM for all types of assessments, including non-checklist (general or unscheduled) audits/inspections, and those conducted by external groups/agencies or against Suppliers. In addition, corrective action requests (CAR) can be generated and tracked within the audit/inspection record.

Features and Functionality

- Standardized format for all types of audits/inspections
- Audit checklists and audit plans (list of checklists that a site or business organization schedules on a regular basis) can be created and maintained
- Checklists can be grouped according to categories within location/organization
- Audit/Inspection results can be recorded at any level of the business organization
- Incomplete audits/inspections can be saved and then finished at a later time

Audit/Inspection Summary

The following is a summary of the information for the selected Audit/Inspection.

Audit/Inspection Details			
Audit/Inspection No.: 112	Name: Monthly Audit		
Status: Incomplete	Category: Audit		
Type: EHS	Scope: Internal 1st Party		
Location: TEST SITE	Org: DEPT 01: Operations		

Auditor/Inspector	
Safety, Sam	ADD

Checklist Questions	
Name	Status
OSHA inspection	Questions Answered

Questions for CAR/Finding Assignment			
No.	Question	Nonconformance Description	Finding Count
6	Are exits maintained free of obstructions?	1 found building materials leaning up against the equipment by the exit	9

Corrective Action				
CAR No.	CAR Name	Finding No./Name	Nonconformance Description	Finding Status
1782	Audit/Inspection	1 / Audit/Inspection	One exit sign was unreadable.	Plan Overdue

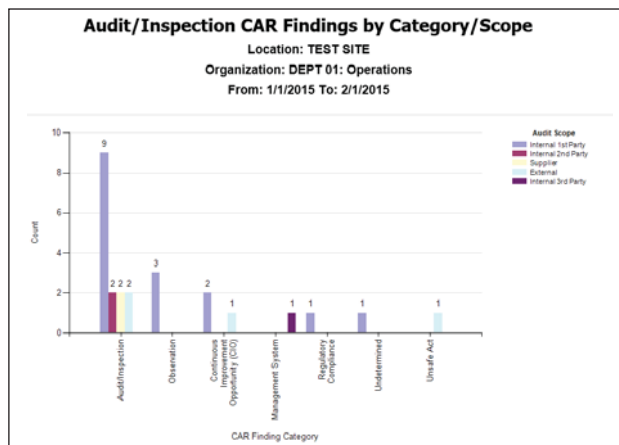
EHS Objects (Optional)			
Object Type	Object Id	Object Name	Comment
Equipment	M40320-03	Test	

Audit/Inspection Summary Page

- Blank checklist worksheets can be printed for manual markup
- Audits/Inspections can be viewed in Open, Incomplete, Dormant, and Closed status
- Internal and/or external (EPA, OSHA, etc.) audits/inspections can be documented and managed
- Checklists contain free-form fields to record additional comments
- CAR is easily generated for nonconforming answers
- Typical users include EHS Professionals, EHS Managers, Supervisors, Quality Auditors, and Operations

Benefits

- Ensures well-maintained, useful audit/inspection data
- Establishes standard categories, checklists, and questions and ensures the ability to apply consistent audit/inspection criteria throughout a site or business organization
- Improves ability to manage the audit/inspection plan to ensure limited resources are targeted at the highest risks
- Improves accountability for on-time audit/inspection performance and corrective action follow-up
- Streamlines the audit/inspection process and helps reduce data input errors via an automated approach



Audit/Inspection Corrective Action Findings by Category/Scope

Reports


- Ad hoc reporting is available using a flexible search window with multiple filters and sorts; query results can be printed or saved to an Excel™ or Acrobat™ format
- Report available for Performance to Assessment Plan (%Compliant)
- Metrics-based graphs available to visualize audit program status

Integration Points

- EHSdesk **Admin**: associate an audit/inspection with company master data sources (equipment and confined spaces)
- EHSdesk **Corrective Action Request (CAR)**: easily issue corrective actions based on nonconforming checklist responses or general findings
- EHSdesk **Ergonomics**: associate an audit/inspection with a Shop ERGO assessment
- EHSdesk **Incident Tracker**: associate an audit/inspection with a medical, environmental, or other incident
- EHSdesk **Risk Assessment**: checklist audits can be triggered and required based on established protocols
- EHSdesk **Risk Assessment**: associate an audit/inspection with a Risk Assessment
- EHSdesk **Regulation Manager**: associate an audit/inspection with a permit or license

Compliance

Facilitates compliance with ISO 14001
Covers the assessment requirement of OSHA





Process Flow

