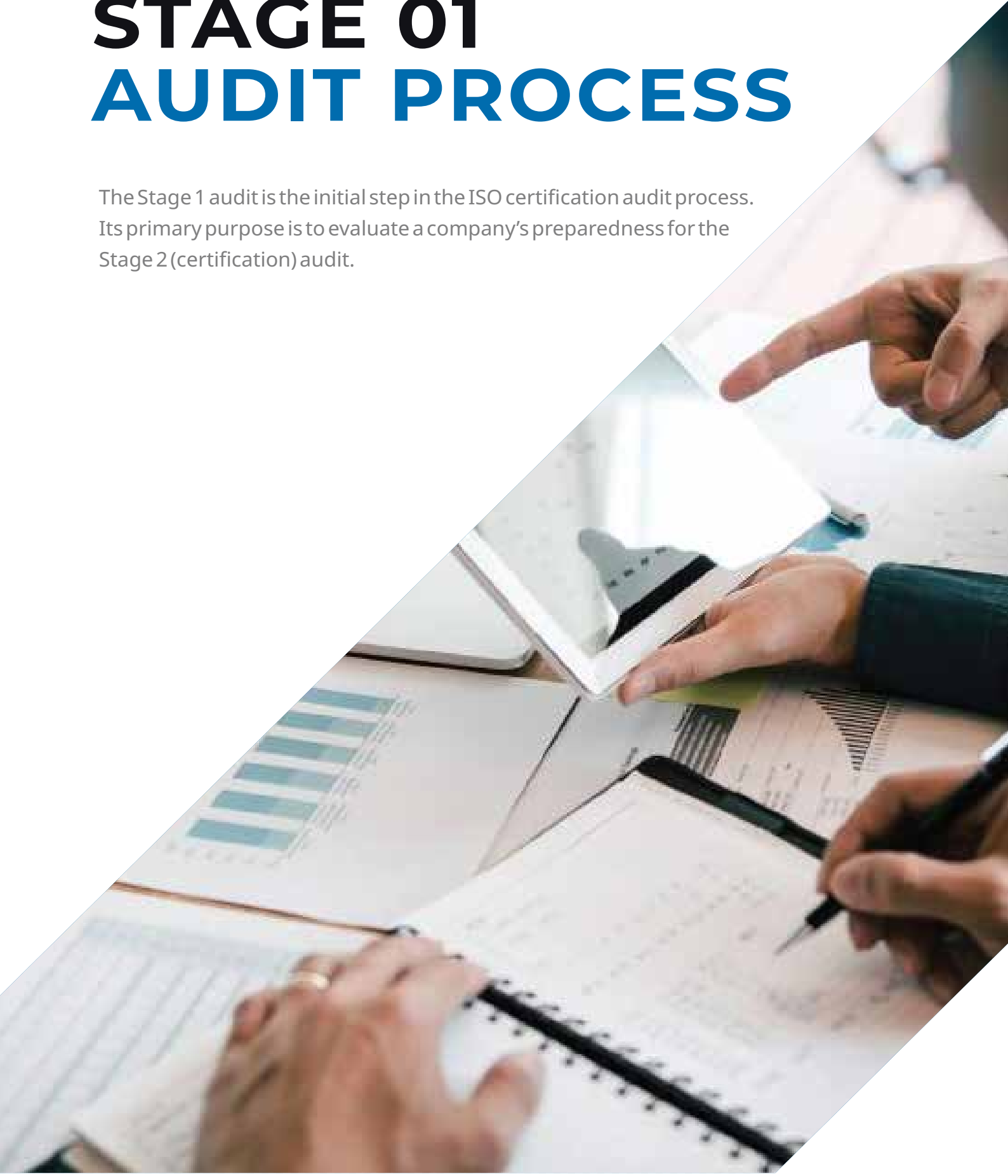


STAGE 01 AUDIT PROCESS

The Stage 1 audit is the initial step in the ISO certification audit process. Its primary purpose is to evaluate a company's preparedness for the Stage 2 (certification) audit.





PURPOSE OF STAGE 1 AUDIT

- Assess documentation of the management system.
- Review site-specific conditions and understanding of scope.
- Evaluate if the organization is ready to move to Stage 2.

PURPOSE OF STAGE 1 AUDIT

1. **Review of Documentation:**
 - Management system manual
 - Policies and procedures
 - Scope of certification
 - Organizational structure
 - Internal audit and management review records
 - Compliance with applicable legal and regulatory requirements
2. **Understanding of the Organization:**
 - Evaluate the organization's context, interested parties, and risks.
 - Review objectives and performance metrics.
3. **Evaluation of Site and Resources:**
 - Site layout, infrastructure, and working environment.
 - Confirm that necessary resources and staff are available.
4. **Review of Internal Audits & Management Review:**
 - Ensure that the company has conducted internal audits and management reviews and taken necessary corrective actions.
5. **Planning for Stage 2:**
 - Confirm scope and readiness for Stage 2.
 - Identify potential nonconformities or areas needing improvement.
 - Agree on timing and logistics for Stage 2 audit.
6. **Stage 1 Audit Report, including**
 - Findings
 - Observations
 - Areas of concern
 - Recommendations (if any)

OUTCOME

- Go-ahead for Stage 2 (if ready)
- Or recommendation to improve certain areas before proceeding