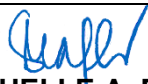





Date of Audit: 8–9 September 2020		Audit Type: Internal Quality Audit		
Criteria ISO 9001:2015, NLP Quality Manual, NLP Quality Procedures, Division Procedural Manuals, COA, DBM,CSC, GSIS, and PRC Issuances				
Relevant Documented Information Approved OPCR, DPCR, and IPCR, Risk and Opportunities Registry, Results of the previous Audit and Action taken				
Audit Methods Interviews, Completion of checklist and questionnaires, Document review, Sampling, Process Walkthrough				
Audit Scope: Support Processes (Procurement Management, Human Resource Management, Financial Management, Physical Resource Management, Documentation Management, and Information Communication Technology Management)				
Objective: To determine the extent of conformity of the NLP-QMS with the requirement of ISO 9001:2015 Standards, evaluate the effectiveness of the NLP-QMS and identify possible areas for improvement.				
Audit Team Michelle Flor (Team Leader) Ira B. Albalos Anne Rosette G. Creencia Jennifer B. Dimasaca Maricel M. Diaz Christopher T. Diaz Lonlia R. Garcia Farah Lyn S. Gocoyo Larry P. Olvina Ginalene M. Magallano Melanie A. Ramirez Flordeliza T. Quiñones			Competence Familiar with the mission, vision, values and culture of the NLP, possess the personal attributes stated in item 7.2.2, ISO 19011:2018, have knowledge and training on ISO standards	
Location	Process	Date/Time	Auditor	Observer
FAD	Physical Resource Management	9-8-2020 / 10:00 AM–12:00 PM	A.R.G. Creencia M.A. Ramirez	
FAD	Documentation Management	9-8-2020 / 1:00 PM–3:00 PM	J.B. Dimasaca I. B. Albalos	
FAD	Procurement Management	9-9-2020 / 8:00 AM–10:00 AM	M.M. Diaz F.S. Gocoyo	
FAD	Financial Management	9-9-2020 / 10:00 AM–12:00 PM	L.P.Olvina C.T. Diaz	
ITD	Information and Communication Technology Management	9-9-2020 / 10:00 AM–12:00 PM	F.T. Quinones G.M. Magallano	
FAD	Human Resource Management	9-9-2020 / 1:00 PM–3:00 PM	L.R. Garcia M.A. Flor	
Prepared by:  MICHELLE A. FLOR Audit Team Leader			Approved by:  ANNE ROSETTE G. CREENCIA QMS Leader	
Date: 20 August 2020			Date: 24 August 2020	