

**AUDIT REPORT ISO 14001:2015**  
**KVQA CERTIFICATION SERVICES**  
**PRIVATE LIMITED**



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<b>DOCUMENT NAME:</b>	<b>A-2021/01/04</b>
<b>DOCUMENT REFERENCE:</b>	With reference to Assessment conducted for <b>ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES</b>

## On-site audit report

Organization	ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES		Professor	Dr. P V Krishna Murthy	Audit No.	A-2021/01/04
Address	PIGILPUR (V), BATSINGARAM (P), ABDULLAPURMET (M), HYDERABAD - 501 512, RANGA REDDY (DIST), TELANGANA, INDIA.					
Audit type	<input checked="" type="checkbox"/> Initial (Reassessment) <input type="checkbox"/> Re-audit <input type="checkbox"/> 1 <sup>st</sup> surveillance Change Special surveillance   Others ( )					
Certificationscope	PROVIDED EDUCATIONAL SERVICES LEADING TO AWARD OF UNDER GRADUATE PROGRAMS IN ENGINEERING (B.TECH), POST GRADUATE PROGRAMS IN ENGINEERING (M.TECH), DIPLOMA PROGRAMS IN ENGINEERING, MASTER OF BUSINESS ADMINISTRATION (MBA) AND MASTER OF COMPUTER APPLICATIONS (MCA).					
IAF CODE	38					
Standard	<input checked="" type="checkbox"/> ISO 14001:2015 EMS					
Audit day	04/01/2021					
Audit team	Lead auditor		Auditors		Audit Trainee	
	(sign) KV HARGOPAL		(sign)		(sign)	
Next audit	Follow-up or Re-audit		Document On-site ( )		Re-audit( )	
	Surveillance or reassessment		Date	Dec/2021	Audit type:	( ) Re certification
Result of follow-up audit	Summary ( <input type="checkbox"/> document confirm <input type="checkbox"/> on site confirm)					
	The client has implement/Not implemented the CAR					
	Date:		L. Auditor:		(signature)	

Attachment

1. Audit summary (KAF-09)
2. Attendance sheet (KAF-10)
3. Audit schedule (KAF-12)
4. Corrective action request (CAR)(KAF-19)
5. Observation reports (KAF-20)

※ Indicates attachments for initial(reassessment) audit or any changes occurred

★limited to **KVQACERTIFICATION SERVICES PRIVATE LIMITED** Audit File.

Recipient: Registration Applicant organization, **KVQACERTIFICATION SERVICES PRIVATE LIMITED** other (...)

※ All the records recorded during audit shall be confidential and shall not disclose to any person or entity without consent of an applicant, except upon request from Accreditation body for its evaluation of KVQA procedures.

The audit has been done on sampling basis.

※ Guidance of certification procedures applies.



## Stage 2 Audit schedule for ISO 14001:2015

<b>Organization</b>	ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES	<b>Audit no.</b>	<b>A-2021/01/04</b>	<b>Revision</b>	0
<b>Address</b>	PIGILPUR (V), BATSINGARAM (P), ABDULLAPURMET (M), HYDERABAD - 501 512, RANGA REDDY (DIST), TELANGANA, INDIA.				
<b>Standard</b>	ISO 14001:2015 EMS				
<b>Secondary or Temporary Site</b>	NA				
<b>Scope</b>	PROVIDED EDUCATIONAL SERVICES LEADING TO AWARD OF UNDER GRADUATE PROGRAMS IN ENGINEERING (B.TECH), POST GRADUATE PROGRAMS IN ENGINEERING (M.TECH), DIPLOMA PROGRAMS IN ENGINEERING, MASTER OF BUSINESS ADMINISTRATION (MBA) AND MASTER OF COMPUTER APPLICATIONS (MCA).				
Date: 04/01/2021	Time	Auditing Elements(departments) Per Each Auditor			
		LEAD AUDITOR	AUDITOR		
		KV HARGOPAL			
	10:00 TO 11:00	Opening Meeting & discussion of internal audit/MRM/ communication / Legal and compliance			
	11:00 TO 12:00	Admission and Examination			
	12:00 TO 13:00	Store and purchase/ Maintenance			
	13:00 TO 14:00	Lunch			
	14:00 To 15:00	Academic and Curricular activities			
	15:00 to 16:00	Library/Lab			
	16:00 to 17:00	Environmental management program & environmental risk aspect & impact			
	17:00 To 17:30	Top management			
	17:30 To 18:00	Closing meeting			

Date: 01/01/2021	Lead Auditor: KV HARGOPAL (Signature)
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- a. **Audit Objective:** - The Audit Shall be carried on the basis of the requirement of the Standard, Standard, at the time when the production / operation are fully operational Evaluation of the ability of the Organization to meet applicable Statutory, Regulatory, Contractual requirements, meeting Objectives and Identification of potential improvement of Management System. The above to be reported under the respective clauses in the Audit summary.
- b. Stage 2 focus on implementation, including effectiveness, of the client's management system. The stage 2 shall take place at the site(s) of the client. It shall include the auditing of at least the following:
- c. a) information and evidence about conformity to all requirements of the applicable management
- d. system standard or other normative documents;
- e. b) performance monitoring, measuring, reporting and reviewing against key performance objectives
- f. and targets (consistent with the expectations in the applicable management system standard or
- g. other normative document);
- h. c) the client's management system ability and its performance regarding meeting of applicable
- i. statutory, regulatory and contractual requirements;
- j. d) operational control of the client's processes;
- k. e) internal auditing and management review;
- l. f) management responsibility for the client's policies

### Audit summary

Organization	ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES	Date	04/01/2021	Audit No.	<b>A-2021/01/04</b>
CAR issue	<input checked="" type="checkbox"/> Minor: 2 issue, Major 0 (Onsite confirm required: ) <input checked="" type="checkbox"/> Document confirm:				
Document	Manual No. 01 Rev.No. : 00 :				
Evaluation	Does organization's system comply with certification audit criteria?				( <input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No)
	Was there any deviation from audit plan? If Yes Please Specify.				( <input type="checkbox"/> Yes, <input checked="" type="checkbox"/> No)
	Are proper corrective & preventive actions taken according to the results of Internal audit?				( <input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No)
	Was there any issue impacting the audit program? If Yes please specify				( <input type="checkbox"/> Yes, <input checked="" type="checkbox"/> No)
	Is there any significant changes that can affect management system since last audit & any difference between data submitted by organization and assessed in on-site audit?				( <input type="checkbox"/> Yes, <input checked="" type="checkbox"/> No)
	Is it assured that organization maintain and develop its system continuously?				( <input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No)
	(Additional review points in reassessment) Does all elements of system effectively interact with one another? Is there any unresolved issue identified? If Yes Please specify. Is it assured that organization has commitment for maintaining its system effectively?				( <input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No) ( <input type="checkbox"/> Yes, <input checked="" type="checkbox"/> No) ( <input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No)
	(Additional review point in surveillance) Is the certification mark properly used?				( <input checked="" type="checkbox"/> Yes, <input type="checkbox"/> No)
	Overall evaluation of audit review (Effectiveness of the system, Requirements for improvement, Efficiency of the organization to meet the applicable statutory, Regulatory, Contractual requirements, meeting objectives and potential improvement of Management system.) Environmental objective of the organization are:-Continuously improve the level of customer service. This will be measured through customer questionnaires, executed by the marketing department and monitored on management level. The management commitment in the form of environmental policy and objectives were found displayed in all the departments. The customer focus in the form of feedback from. Customer was evident and the customer complaints are attended. The cases are analyzed and corrective actions done. There is a proper planning for product realization in the form of Specifications, and monitoring and measurement during the lab activities and practical. The organization has trained and qualified persons to carry out all checks at different stages of monitoring and measurement. The specifications and acceptance criteria of all products are available for ready reference The list of suppliers was verified. The details of observation are annexed in Observation report 2 minor CAR was issued. The auditors are convinced that after closure of this CAR and its implementation the organization will have a good environmental management system. The CAR and observation compliance for corrective action shall be verified in the next audit Hence the organization is recommended for Issue of the certificate.				

Audit Result	<p>Recommend certification for initial audit; maintain its certification for surveillance. As your system is proper and effectively practiced, certification is recommended.</p> <p><input type="checkbox"/> After document audit as follow-up, it will be resolved</p> <p>Your system is practiced without any serious major non-conformity as shown from CAR issue. You are required to submit the result of corrective action taken, which includes corrective action, analysis of the reason, and preventive action to KVQA. Within 1 month. When the result is satisfactory, certification will be recommended (certification will be maintained for surveillance). The observations shall be verified in the Surveillance audit</p> <p><input type="checkbox"/> After on-site visit as follow-up, this will be resolved</p> <p>More than 10 Minor non-conformity is found in your system as shown from above CAR issues. You are required to submit the result of corrective action taken, which includes corrective action, analysis of the reason, and preventive action to KVQA CERTIFICATION SERVICES PRIVATE LIMITED. Within 1 month.</p> <p>Additional on-site visit as follow-up will be conducted and when it is satisfactory, certification will be recommended (maintained for surveillance).</p> <p><input type="checkbox"/> Not to satisfy with standard</p> <p>Major non-conformities are found in your system as shown from above CAR issues.</p> <p>Re-audit is required.</p>	
Audit fee	Remitted Or not?	<input type="checkbox"/> Yes <input type="checkbox"/> No (When audit fee is paid, certification will not be issued/maintained)



## Corrective Action Request (CAR)

Issue no. : 01 /02

<b>Organization</b>	ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES	<b>Auditno.</b>	A-2021/01/04	<b>Issue date</b>	04/01/2021
<b>Applicable Standards</b>	ISO 14001:2015	<b>Applicable Clause</b>		5.2	
		<b>Division</b>		Policy	
		<b>Auditor</b>		KV HARGOPAL	
<b>Audit type</b>	<input checked="" type="checkbox"/> Initial (Reassessment)	<b>Non conformity Grade</b>		<input checked="" type="checkbox"/> Minor nonconformity <input type="checkbox"/> Major nonconformity	
<b>Nonconformity</b> ( <input type="checkbox"/> Confirm with on-site visit , <input type="checkbox"/> Confirm with document)					
The institution for the sustainable transportation policy was not evident.					
<b>Lead auditor:</b> KV HARGOPAL (sign)			<b>Management Representative:</b> (sign)		
<b>Analysis (Basic reason for occurring nonconformity)</b>					
Lack of awareness.					
<b>Corrective action</b> ( <input type="checkbox"/> Plan <input type="checkbox"/> Result (Attachment <input type="checkbox"/> Yes <input type="checkbox"/> No)					
We will made and implement a sustainable transportation policy, incorporating initiatives such as promoting cycling, carpooling, and using electric vehicles within the campus.					
<b>Management Representative:</b> (sign)				<b>Date:</b>	
<b>Follow-up audit Auditor</b> : <b>Date:</b>	( <input type="checkbox"/> Document confirm <input checked="" type="checkbox"/> on-site confirm)		<b>Validation</b>		
	KV HARGOPAL (sign)		<b>Auditor:</b>		
	04/01/2021		<b>Date:</b> (sign)		
The result of corrective action taken shall be submitted to KVQA CERTIFICATION SERVICES PRIVATE LIMITED Within 1 month after CAR issued. The result of corrective action taken shall be verified by on-site audit (major nonconformity) or document review (minor nonconformity), if it is not made within 3 months re-audit will be required.					

## Corrective Action Request (CAR)

Issue no. : 02/02

<b>Organization</b>	ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES	<b>Auditno.</b>	A-2021/01/04	<b>Issue date</b>	04/01/2021
<b>Applicable Standards</b>	ISO 14001:2015	<b>Applicable Clause</b>		7.5	
		<b>Division</b>		MNT	
		<b>Auditor</b>		KV HARGOPAL	
<b>Audit type</b>	<input checked="" type="checkbox"/> Initial (Reassessment)		<b>Non conformity Grade</b>	<input checked="" type="checkbox"/> Minor nonconformity <input type="checkbox"/> Major nonconformity	
<b>Nonconformity</b> ( <input type="checkbox"/> Confirm with on-site visit , <input type="checkbox"/> Confirm with document)					
The institute chemical lab no. 4B 1 <sup>st</sup> floor ventilation system was not installed.					
<b>Lead auditor:</b> KV HARGOPAL (sign)			<b>Management Representative:</b> (sign)		
<b>Analysis (Basic reason for occurring nonconformity)</b>					
Lack of maintenance.					
<b>Corrective action</b> ( <input type="checkbox"/> Plan <input type="checkbox"/> Result (Attachment <input type="checkbox"/> Yes <input type="checkbox"/> No)					
We will immediate installation of the ventilation system and conduct regular monitoring of ventilation system.					
<b>Management Representative:</b> (sign)				<b>Date:</b>	
<b>Follow-up audit Auditor</b> : <b>Date:</b>	( <input type="checkbox"/> Document confirm <input checked="" type="checkbox"/> on-site confirm)		<b>Validation Auditor:</b>	(sign)	
	KV HARGOPAL (sign)		<b>Date:</b>		
	04/01/2021				
The result of corrective action taken shall be submitted to KVQA CERTIFICATION SERVICES PRIVATE LIMITED Within 1 month after CAR issued. The result of corrective action taken shall be verified by on-site audit (major nonconformity) or document review (minor nonconformity), if it is not made within 3 months re-audit will be required.					

**OBSERVATION TABLE**

<b>Organization:</b>	<b>ANNAMACHARYA INSTITUTE OF TECHNOLOGY AND SCIENCES</b>	<b>Audit No.</b>	<b>A-2021/01/04</b>	<b>Page: 1/1</b>
<b>Department</b>	<b>Contents</b>	<b>ISO Element</b>	<b>Grade of NC</b>	
Good Points Management	Points for Improvements			
	The organization clear and well-communicated environmental objective with the achieving plan.		Good Observation	
	the organization conduct on regular environmental awareness programs, workshops, or seminars		Good Observation	
	Inconsistent evaluation and feedback processes for student performance.		Point of improvement	
	The institution's environmental policy is not effectively communicated to staff and students		Point of improvement	
	The organization well-managed and efficient class scheduling system.		Good Observation	
	Regular training program for faculty members to ensure they are up-to-date with the latest advancements in their respective fields		Point of improvement	

Lead Auditor: KV HARGOPAL (signature)

Audit date: 04/01/2021