

Quality Assurance Audits

Many people are intimidated by audits, believing they are for identifying lacks. However, I view audits more positively because audits ensure that you are complying with project work procedures and seek constructive feedback on problem and improvement areas in the process.

Audits are an opportunity to adjust your working practices to fully align with the organisation's procedures and provide feedback on where improvements can be made.

Audits can be split into the following four main types:

- Risk: Aligning with project risk register.
- Client: Carried out by the client or their representative.
- Project phase: Carried out as part of concept, FEED, detail design, etc.
- Trend audits: Review of statistical information to identify trends and remedial actions.

Risk-based audit approach

It is recommended that the QA audit identification is based on the project risk register, with audits scheduled for processes associated with the higher risk activities i.e. there should be a direct correlation between identified risks and the audit schedule.

This is in line with the requirements of ISO9001 (the International Standard for Quality Management Systems).

The output of an audit is normally a list of agreed corrective and process improvement actions. These will be followed up on to ensure actions are completed, and if required, the procedure will be revised and reissued as part of a continuous improvement process.