

AUDIT PLAN

Please note that changes to Auditors may be unavoidable due to operational requirements

Organisation Name

A M Water Services Ltd - 24725

The objectives of the audit:

- To confirm that the management system conforms with the requirements of the audit standard and also any statutory, regulatory and contractual requirements that are applicable;
- To confirm that the organisation has effectively planned, implemented and maintained the management system;
- To confirm that the management system is meeting its specified objectives and intended outcomes

Audit criteria:

- Documents, procedures, and policies relevant to the standard being audited will be required.
- The audit will be performed against the scope of activities agreed at the opening meeting or as agreed at stage 1 or as detailed on the Certificate.
- The audit will be conducted at the locations identified on this audit plan.

Lead Auditor	Ian Hawkins	Audit team members (including any experts, observers, or interpreters)	
Standard(s)	ISO9001:2015 ISO14001:2015 ISO45001:2018 SSIP	Type of Audit (e.g. Surveillance, Recertification)	Surveillance 1
Audit Dates	16 th , 17 th , 18 th , September 2025	Location(s)	HO - Unit 2 C Stour Road Weedon Road Industrial Estate Northampton NN5 5AA Site Visit - TBC
Audit Scope	Provision of Water Utility Installation, Repair and Maintenance including Reinstatement and Grab Services.		
Audit Start Time	09:00	Does Client need to confirm site visit with ISOQAR Head Office prior to next visit YES/NO	Yes
Audit Language (if not English)		Is Recertification Planning Required YES/NO	No

Management Processes

Date	Onsite / Remote	Time (or AM/PM)	Activities to be Audited	Auditor
Sep 16 th				
Onsite	Onsite	AM	Opening Meeting – Leadership Interview, Determine the Scope	IH
	Onsite	AM	Site Walk – Environment of Operations, Waste Management, COSHH Management	IH
	Onsite	AM	Clause 4 – Context of the organization Needs and expectations – interested parties and workers	IH
	Onsite	AM	Clause 5 – Establishing and communicating the policies Organisational roles, responsibilities and authorities Consultation and participation of workers	IH
	Onsite	AM/PM	Clause 6 – Hazard identification, risk assessments and planning action Aspects and impacts – including lifecycle Legal compliance Objectives and planning to achieve Planning of changes	IH
		PM	Clause 7 – Monitoring and measuring resources (Calibration) Knowledge, competence and awareness Documented information	IH
	Onsite	PM	Clause 8 – Control of externally provided processes Waste stream Eliminating hazards Emergency preparedness and response	IH
	Onsite	PM	Day 1 Closing Meeting – Confirm site arrangements	IH
Sep 17 th	Choose an item.			
	Onsite	AM	Day 2 Opening Meeting	IH
	Onsite	AM	Site Visit - Water utility installations, emergency repair and maintenance including reinstatement and grab services. This would include areas such as job management, Worksheets, Method Statements, Risk Assessments, Permits, Safe Systems of Work, Resources, COSHH, Waste Streams, Emergency Preparedness and	IH

			Response, Environmental Aspects and Impacts, Communication, Awareness of ISO Policies, Training Competency and Awareness, Equipment Maintenance – LOLER, permit close out and reinstate activities etc	
	Onsite	PM	Clause 8 – Operational planning and control (Requirements of services, service provision, non-conforming outputs) Management of change Enquiries and sales Site mobilisation and service provision Invoicing	IH
	Choose an item.		Day 2 Closing Meeting	
Sep 18 th				
	Onsite		Day 3 Opening Meeting	IH
	Onsite	AM	SSIP - SSIP Core-criteria assessment	IH
	Onsite	PM	Clause 9 – Monitoring, measuring, analysis and performance evaluation Customer satisfaction Evaluation of compliance Internal audit Management review – inputs and outputs	IH
	Onsite	PM	Clause 10 – Non conformity and corrective action Accident and incident reporting Continual improvement	IH
	Onsite	PM	Closing Meeting – Discuss audit findings	IH

Locations/Branch Office Visits

Date		Time (or AM/PM)	Activities to be Audited	Auditor
Sep 16 th	Onsite	AM/PM	HO activities (as plan)	IH
Sep 17 th	Onsite	AM/PM	Site Visit and operations	IH
Sep 18 th	Onsite	AM/PM	SSIP	IH

NOTE TO CLIENT: No further confirmation or reminders will be issued. Failure to honour the date arranged may result in extra charges being incurred by your company as stated in ISOQAR Rules of Registration.

Plan Produced By

Robbie Chappe

Issue date

22/11/2024

AUDIT PLAN COVERING THE 3 YEAR ASSESSMENT CYCLE

Organisation Name A M Water Services Ltd - 24725

This plan commences:

- On the date of the first surveillance visit following the initial audit (stage 2) or;
- On the date of the Surveillance Audit following the Re Certification Audit;
- At the next surveillance visit if the plan requires amending or to take into account extensions to scope.

	Visit 1	Visit 2	Visit 3
	Sep 2025	Sep 2026	Sep 2027
Month and Year	3	TBC	TBC
Number of Days Onsite	0		
Number of Days Remote			
Standards	9001 14001 45001 SSIP	9001 14001 45001 SSIP	9001 14001 45001 SSIP
Area/Function/Process/Activity/Site Visits (temporary sites) etc			
Context of the organisation	✓	✓	✓
Needs and expectations – interested parties and workers	✓	✓	✓
Scope	✓	✓	✓
Management system processes		✓	✓
Leadership and commitment	✓	✓	✓
Customer focus		✓	✓
Policies	✓	✓	✓
Organisational roles and responsibilities	✓		✓
Consultation and participation	✓	✓	✓
Addressing risks and opportunities		✓	✓
Hazard identification	✓		✓
Aspects and impacts – lifecycle	✓	✓	✓
Legal compliance	✓	✓	✓
Objectives and planning to achieve them	✓	✓	✓
Planning of changes	✓		✓
Environment for operation of processes	✓		✓
Resources and infrastructure		✓	✓
Monitoring and measuring – calibration	✓	✓	✓
Knowledge, competence, awareness	✓	✓	✓
Communication – internal and external		✓	✓
Documented information	✓		✓
Operational planning and control	✓	✓	✓
Enquiries and sales	✓	✓	✓
Site mobilisation		✓	✓
Tenders	✓		✓
Service provision		✓	✓
Site handover	✓		✓
Invoicing	✓	✓	✓
Externally provided processes	✓	✓	✓
Management of change	✓	✓	✓
Eliminating hazards and reducing OH&S risks	✓	✓	✓
Waste stream	✓	✓	✓
Emergency preparedness and response	✓	✓	✓
Monitoring, measuring and performance evaluation	✓	✓	✓
Customer satisfaction		✓	✓
Evaluation of compliance	✓	✓	✓
Internal audit	✓	✓	✓
Management review – inputs and outputs	✓	✓	✓
Non conformity and corrective action	✓	✓	✓
Accidents and incidents	✓	✓	✓
Continual improvement	✓	✓	✓
SSIP	✓	✓	✓

Head Office/Locations/Branch Offices

Visit Plan

	Visit 1	Visit 2	Visit 3
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Head Office	✓	✓	✓
Site Visit	✓	✓	✓

Indicate with a ☒ when audit of this function planned or when a visit is planned.

When producing this plan ensure that all clauses of the standard(s) can be attributed to Area/Function/Process/Activity/Site Visits (temporary sites) and are audited over the 3-year Recertification Cycle.

The clients Locations/Branch Offices must also be appropriately sampled over the 3 Year Certification Cycle.

3-year Plan Produced By	<input type="text" value="Robbie Chappe"/>	Date	<input type="text" value="22/11/2024"/>
3-year Plan Amended By	<input type="text"/>	Date	<input type="text"/>
	<input type="text"/>		<input type="text"/>