
	<p align="center">!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)</p>		<p>DI No.: EOMS/DI/09</p>
<p>Academic Year: 2022-23</p>	<p align="center">Audit Report</p>	<p>Revision: 00 Dated: 11/07/2022</p>	
<p>Term - I / II</p>	<p align="center">Department: EOMS</p>	<p>Date of Preparation: 17/11/2022</p>	

<p>Date of Audit: 17/11/2022</p>	<p>Department Audited: EXTC</p>
<p>Name of Auditor: Ms. Harshada Sonkamble Mr. Prashant Bijwe</p>	<p>Name of Auditee: Mr. Sumit Kumar Ms. Nisha Shelar.</p>

ISO 21001: 2018 Clause	Observation	Ref. D. I. No.	Remarks
5.3	Verified Responsibilities & Authorities of Nisha Shelar found awareness but orientation about documented responsibilities is required.	ACA/PR/E	OFI
5.2	Quality policy is documented & available in the department needs to display signed as communication to all interested policy.	AM/OSA	OFI
5.2 h.	Verified Intellectual property of Nisha Shelar	Course Notes	C
6.1.1 4.4	Risk & opportunities are verified with Action plan on high risk.	ACAD/DI/01	C
6.2	Quality Objective data for student satisfaction is verified & SST is found 93% against set target of 80%.	ACAD/DI/6IA ACAD/DI/6IB	C
7.2	Skill Matrix for teaching staff of EXTC dept. is verified & found complying with requirement.	ACAD/DE/CS	C

Auditee: Sumit
17/11/22
Nisha
17/11/22
Sumit
17/11/22

Auditor: Bout
17/11/22
PS
17/11/22


	<p align="center">!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)</p>		<p>DI No.: EOMS/DI/09</p>
<p>Academic Year: 2022-23</p>	<p align="center">Audit Report</p>		<p>Revision: 00 Dated: 11/07/2022</p>
<p>Term - I / II</p>	<p align="center">Department: EOMS</p>		<p>Date of Preparation:</p>

<p>Date of Audit: 17/11/2022</p>	<p>Department Audited: EXTC</p>
<p>Name of Auditor: Ms. Harshada Sonk Mr. Prayant Bijwamble</p>	<p>Name of Auditee: Mr. Sumit Kumar Ms. Nisha Shelar.</p>

ISO 21001: 2018 Clause	Observation	Ref. D. I. No.	Remarks
7.1.5.2	As per procedure no. ACAD/PR	ACAD/PR	NC
7.1.3	15 List of monitoring & mea-	15	
	suring is required for the		
	instruments under calibration		
	or verification but list is		
	not available & list of DI		
	is also silent on the same.		
7.1.4	Verified learning environment	1 -	C
	in labs & It is found suitable.		
7.1.6/7.3	Training calender for EXTC	ACAD/DI/	NC
	Usage of google classroom &	66	
	use of digital tools on 13/07		
	& 29/08/2022 but training		
	record for the same not main-		
	tain as per process		
7.4	Verified communication with	ACAD/DI/	C
	students TA-I dated 19/08/22	68	
	& communication with faculties		
	regarding training dated 11/07		
7.5	Verified DT of continuous	ACAD/DI/	C
	Assessment sheet & found	22	
	Completed.		
① 8.1, 8.1.2	Institute Academic calender is	ACAD/DI/	C
	Verified & July to sept Activities	03	
	are found completed.		

Auditee:

Auditor:


	!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)	DI No.: EOMS/DI/09
Academic Year: 2022-23	Audit Report	Revision: 00 Dated: 11/07/2022
Term - I / II	Department: EOMS	Date of Preparation:

Date of Audit:	Department Audited:
Name of Auditor:	Name of Auditee:

ISO 21001: 2018 Clause	Observation	Ref. D. I. No.	Remarks
8.5.1.1	Master Time Table for end sem	ACAD/DI/01	C
9.1.1	AT-22-23 & Lab Time Table for 10B+		
8.5.6	Instrumentation Lab are verified & found OK.	ACAD/DI/07	
9.1.	found timely preparation of all Time Table & NO changes.	A	C
	As per master Time Table verified subject ME (NPs)	ACAD/DI/08	C
	lecture on monday dated 19/09/22 with student attendance.	ACAD/DI/27A	
8.5.1.5	verified time table of AIA record		
8.6, 9.1.1	from 17/10-21/10.		
8.5.1.6.3	verified exam dated 19/10/22 for subject DTSP & attendance & marksheet verified.	ACAD/DI/18	C
8.5.1.4	verified result Analysis of A-II and it is available.	ACAD/DI/23	
	As health & safety requirement, it is suggested to paste yellow strips for floor difference in corridors.	ACAD/DI/20	
8.2.1 "F"			
8.5.1	Project Report on Ultra Sonic range finder from TE students Akshada, Naniya, Tushar & Sandesh.	ACA/PR/8	C
	verified		

[Signature]
Auditee:

Auditor: *[Signature]*
11/11/22


	<p align="center">!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)</p>	<p align="center">DI No.: EOMS/DI/09</p>
<p>Academic Year: 2022-23</p>	<p align="center">Audit Report</p>	<p>Revision: 00 Dated: 11/07/2022</p>
<p>Term - I / II</p>	<p align="center">Department: EOMS</p>	<p>Date of Preparation:</p>

<p>Date of Audit: 17/11/2022</p>	<p>Department Audited: ETC</p>
<p>Name of Auditor: Ms. Harshada S. Mr. Prayant Bijwe</p>	<p>Name of Auditee: Mr. Suwit Kumar Ms. Nisha Shelar</p>

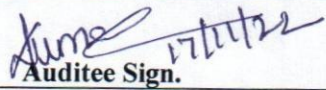

ISO 21001: 2018 Clause	Observation	Ref. D. I. No.	Remarks
9.1.1, 9.1.4	Student satisfaction on Educa-	ACAD/DI/67C	C
9.1.5, 9.1.2	tional services is verified.	ACAD/DI/69D	
9.1.3	Employer feedback from	ACAD/DI/61A	
9.1.2.1	Johnson Control & Alumni		
	feedback of Rahul Gangashetty		
	are verified & data is		
	monitored.		
9.1.5.5	No Compliance from 11/07/22	EOMS/DI/	C
	to till date	1C	
8.7.10-2	No Non Conformity from		C
	11/07/22 to till date		
8.5.3	Student property through		C
	answer sheets & Lab files		
	is verified & appropriate		
	preservation practices		
	found.		
8.5.4	Lab equipment & material		C
	is stored in appropriate		
	way.		
8.5.5	Requirement of sharing &		C
	Access of learner data is		
	known to dept. staff.		
8.5.6			

[Signature]
Auditee:

[Signature]
Auditor:

	!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)		DI No.: EOMS/DI/10
	Academic Year: 2022-23	Nonconformity Report	Revision : 00 Dated : 11/07/2022
Term - I / II	Department : EOMS		

Date of Audit: 17/11/2022	NC No.: ETC 1	Department Audited: ETC
Name of Auditee: Mr. Sumit Kumar	Name of Auditor: Ms. Harshada S. Mr. Sumit Prashant B.	

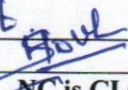
To be filled by Auditor	
Statement of Nonconformity: As per procedure no. ACAD/PR/15 List of monitoring & measurement is required for the instruments under calibration or verification but list is not available. A list of DI is also silent on the same.	
ISO 21001:2018 Clause Reference: 7.1.5.2	
	

To be filled by Auditee	
Correction: (Action initiated to rectify the observed nonconformity) Responsibility: Mr. Deepak Baviskar Target date: 21/11/2022 List of monitoring & measurement shall be prepared.	
Root Cause: List of monitoring & measurement was identified in procedure however was not added in list of D.I.	

Corrective Action: (Action initiated to avoid the recurrence of nonconformity) Responsibility: Dept. ISO Coordinator Target date: 21/11/2022 List of monitoring & measurement shall be added in list of D.I. in process manual.	
--	--

To be filled by Auditor / ISO Coordinator	
Verification of correction for implementation: (Write the description of sample checked) Verified list of Monitoring & Measurement equipments & found ok.	

Verification of corrective action for implementation: (Write the description of sample checked) Verified list of DI in Academic process manual Rev.01 dated 21/11/2022, list of Monitoring & Measuring equipments is added in the list.	
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Verified By: Ms. Harshada S. 	Date of verification: 21/11/2022
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NC is CLOSED / NOT CLOSED	
Verification of effectiveness of corrective action: (During next internal audit)	



!! Sabka Malik Atma!!
Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Electronics & Telecommunication Engineering


ACAD-DI-75	Equipment List for Calibration	Academic Year: 2022-23
Rev: 00		Semester: ODD
Date: 24/11/2022		

Date:

Sr.No.	Laboratory	Name of the equipment For Calibration & Measurement	Equipment to be Calibrated	Remark
1	Communi- cation Lab.	DMM	CRO	Inhouse
2		[Digital Multimeter]	Function Generator	Inhouse
3				
4	EDC Lab	DMM	CRO	Inhouse
5		[Digital Multimeter]	Function Generator	Inhouse
6				
7				
8				
9				



[Signature]
HOD

	!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)		DI No.: EOMS/DI/10
	Academic Year: 2022-23	Nonconformity Report	Revision : 00 Dated : 11/07/2022
Term - I / II	Department : EOMS		

Date of Audit: 17/11/2022	NC No.: ETC02	Department Audited: ETC
Name of Auditee: Mr. Sumit Kumar Ms. Nisha shetty		Name of Auditor: Ms. Harshada S. Mr. Praveen B

To be filled by Auditor	
Statement of Nonconformity: Training calendar for ETC Usage of google classroom & use of digital tools on 13/07 & 29/08. but training record for the same not maintain as per process.	
ISO 21001:2018 Clause Reference: 7.1.6/7.3	
Auditee Sign. <i>Sumit 17/11/22</i>	Auditor Sign. <i>Harshada 17/11/22</i>

To be filled by Auditee	
Correction: (Action initiated to rectify the observed nonconformity) Responsibility: Activity Incharge Target date: 21/11/2022 To prepare one page report of Google classroom & use of Digital tools & enclose the required documents.	

Root Cause: Since, EOMS is recently established in college, staff is unaware about requirement of one page report preparation.

Corrective Action: (Action initiated to avoid the recurrence of nonconformity) Responsibility: Dept. ISO coordinator Target date: 21/11/2022 To aware faculty member of one page report.
--

To be filled by Auditor / ISO Coordinator
Verification of correction for implementation: (Write the description of sample checked) Verified the list of Training calendar & Training Record. found ok.

Verification of corrective action for implementation: (Write the description of sample checked) It is verified that awareness meeting at dept. level was conducted to update training calendar & training record regularly.
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Verified By: Harshada Soukate	Date of verification: 21/11/22
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NC is CLOSED / NOT CLOSED

Verification of effectiveness of corrective action: (During next internal audit)
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!! Sabka Malik Atma !!

Vishwatmak Jangli Maharaj Ashram Trust's

Atma Malik Institute of Technology & Research (AMRIT)

Department of Electronics & Telecommunication Engineering

ACAD-DI-58	One Page Activity Report	Academic Year: 2022-22
Rev : 00		Semester: ODD
Date: 11-7-2022		

- **Name of Activity:** Training Program Program on “Use of Digital tools (Edupuzzle & Socrative tool)” for students/faculty.
- **Date of activity:** 29/8/2022
- **Name and contact details of resource person:** Prof. Nisha Patil, Asst. Prof., EXTC, AMRIT.
- **Name of Faculty coordinator:** Prof. Deepak Baviskar
- **Activity Objectives:** To create awareness among Faculties & Students about different digitals used in teaching learning process.
- **Activity Outcomes:** All faculties & students learnt about different digital tools which will be helpful in improving teaching learning process.
- **Activity Details:**

The potential to individualize children's learning and maximize each child's potential, giving individual feedback to children; gaining insights into child's progress to develop a work plan, allocating resources for learning are few important purposes of introducing digital tools in education. The biggest challenges of education are gauging just how well the students have been able to grasp certain lessons & concept explained by their teachers. Thanks to Socrative, teachers no longer need to guess which students have understood the lesson. They simply share their enquiry using the tool & the students provide feedback, thus making teachers job much easier.


Coordinator




HOD



!!Sabka Malik Atma!!

Vishwatmak Jangli Maharaj Ashram Trust's

Atma Malik Institute of Technology & Research (AMRIT)

Department of Electronics & Telecommunication Engineering

Attendance Sheet

Date: 29/8/22

Activity Name: Use of Digital tools

Faculty Coordinator: Prof. Nisha Shelar

Time: _____

Class/Dept.: EXTC

Sr. No	Student Name	Sign
1	Sandesh S. Mhase	<u>Sandesh</u>
2	Akshata A. Halde	<u>Akshata</u>
3	Mamata D. Jangam	<u>Mamata</u>
4	Tushar S. Kadam	<u>Tushar</u>
5	Aniket Y. Yerunkar	<u>Aniket</u>
6	Sayali S. Bhosale	<u>Sayali</u>
7	Tanvi V. Bhojane	<u>Tanvi</u>
8	Sushant R. More	<u>Sushant</u>
9	Pratik N. Sonar	<u>Pratik</u>
10	Vikrant V. Shirke	<u>Vikrant</u>
11	Parag S. Deshpande	<u>Parag</u>
12	Deepak Kulkarni	<u>Deepak</u>
13	Vishal D. Nikh	<u>Vishal</u>
14	Ganesh Anil Patil	<u>Ganesh</u>
15		
16		
17		

Dr. Nisha
Faculty Coordinator



!!Sabka Malik Atma!!

Vishwatmak Jangli Maharaj Ashram Trust's

Atma Malik Institute of Technology & Research (AMRIT)

Department of Electronics & Telecommunication Engineering

Attendance Sheet

Date: 29/8/22

Activity Name: Use of Digital tools

Faculty Coordinator: Prof. Nisha Shelar

Time: _____

Class/Dept.: EXTC

Sr. No	Student Name	Sign
1	Suraj Jadhav	<u>Jadhav</u>
2	Raghu Ishwar	<u>Raghu</u>
3	Kunal Raja Channe	<u>Channe</u>
4	Aishwarya Ajay Nikam	<u>Aishwarya</u>
5	Amit Bhoir	<u>Bhoir</u>
6	Patil Saurabh Chandrakant	<u>Patil</u>
7	Prathmesh Ambekar	<u>Ambekar</u>
8	Shruti Bhunika	<u>Bh</u>
9	Kamble Krutika	<u>Krutika</u>
10	Lagoli Shreya	<u>Shreya</u>
11		
12		
13		
14		
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16		
17		

Bhum
Faculty Coordinator



!! Sabka Malik Atma !!

Vishwatmak Jangli Maharaj Ashram Trust's

Atma Malik Institute of Technology & Research (AMRIT)

Department of Electronics & Telecommunication Engineering

ACAD-DI-58	One Page Activity Report	Academic Year: 2022-22
Rev : 00		Semester: ODD
Date: 11-7-2022		

- **Name of Activity:** An expert session on "Usage of Google Classroom" for students.
- **Date of activity:** 13/7/2022
- **Name and contact details of resource person:** Prof. Sumit Kumar, HOD, EXTC
- **Name of Faculty coordinator:** : Prof. Sumit Kumar, Asst. Professor, HOD, EXTC, AMRIT

- **Activity Objectives:** To make students understand the concept & benefits of google classroom

- **Activity Outcomes:**

1. Students got the knowledge about how to use goggle classroom.
2. Learned to access & upload data to goggle classroom.


- **Activity Details:**

Educational systems worldwide had been affected by the Covid-19 pandemic, leading to the near-total closures of schools, and colleges. Google classroom was effective solution to activate classroom even though school had been closed to reduce the spread of covid-19. Many platforms of digital sources have been implemented by school, one of them is using Google Classroom.

This activity was organised to make students aware about Goggle classroom. Prof. Sumit Kumar explained it in many ways as follows,

1. Effectiveness of the message recipients.
2. The effectiveness of content.
3. The effectiveness of communication media.
4. The effectiveness of message format.
5. The effectiveness of source
6. The effectiveness of timing.


Coordinator


HOD



!!Sabka Malik Atma!!

Vishwatmak Jangli Maharaj Ashram Trust's

Atma Malik Institute of Technology & Research (AMRIT)

Department of Electronics & Telecommunication Engineering

Attendance Sheet

Date: 13/7/22

Activity Name: Usage of Google Classroom

Faculty Coordinator: Prof Sumit Kumar

Time: _____

Class/Dept.: EXTC

Sr. No	Student Name	Sign
1	Krutika Kamble	<u>Krutika</u>
2	Bhumika Dipak Bhoir	<u>Bh</u>
3	Saerabha Patil	<u>Saerabha</u>
4	Kunal Channe	<u>Kunal</u>
5	Suraj Jadhav	<u>Suraj</u>
6	Amit Nipate	<u>Amit</u>
7	Prathamesh Ambekar	<u>Prathamesh</u>
8	Amit Bhoir	<u>Amit</u>
9	Bayal Ishwar	<u>Bayal</u>
10	Siddhika Maku	<u>Siddhika</u>
11		
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17		

Kumar
Faculty Coordinator



!!Sabka Malik Atma!!

Vishwatmak Jangli Maharaj Ashram Trust's

Atma Malik Institute of Technology & Research (AMRIT)

Department of Electronics & Telecommunication Engineering

Attendance Sheet

Date: 13/7/22

Activity Name: Usage of Google Classroom

Faculty Coordinator: Prof. Sumit Kumar

Time: _____


Class/Dept.: EXTC

Sr. No	Student Name	Sign
1	Sandesh S. Mhase	<u>Sandesh</u>
2	Akshata A. Halde	<u>Akshata Halde</u>
3	Tushar S. Kadam	<u>Tushar</u>
4	Mamata D. Jangam	<u>Mamata Jangam</u>
5	Sayali S. Bhosale	<u>Bhosale</u>
6	Subash R. More	<u>Subash</u>
7	Tanvi V. Bhojane	<u>Tanvi</u>
8	Aniket V. Yerunkar	<u>Aniket</u>
9	Pratibha N. Sonaw	<u>Pratibha</u>
10	Vikrant V. Shirke	<u>Vikrant</u>
11	Parag S. Deshmukh	<u>Parag</u>
12	Shruti Kulkarni	<u>Shruti</u>
13	Vishal D. Neik	<u>Vishal</u>
14	Ganesh Anil Patil	<u>Ganesh</u>
15		
16		
17		

Kumar
Faculty Coordinator



2/2/22
18/11/22
18/11/22

	!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)		DI No.: EOMS/DI/09
	Academic Year: 2022-23	Audit Report	Revision: 00 Dated: 11/07/2022
Term - I / II	Department: EOMS	Date of Preparation:	

Date of Audit: 18/11/22	Department Audited: Administration / Admission.
Name of Auditor: Prof. Pravin M. Thorat	Name of Auditee: Mr. Kapil Patil Mr. J.N. Shinde.

ISO 21001: 2018 Clause	Observation	Ref. D. I. No.	Remarks
5.2	Quality policy awareness is verified and found ok		C.
6.1.1, 4.4	Risk assessment of admin is verified & it is observed that out of 22 processes only four process are considered for risk assessment.	ADM/31-2	NC-2
6.2.	Quality objectives are defined but target & status is under preparation	EOMS/DI/15	OFI
8.2.1, 8.2.2.	Admission allotment letter for mechanical Engineering for student Lahare Jivon Gangaram against application Id EN-22192184 is verified.	ADM/SS/DI	C
8.2.3, 8.5.1.2	For same student admission form, document submission slip, cast certificate, Nationality are verified.	101	
	Admission process is in working so report for A.Y. 22-23 is yet to be prepared.		C
	General Register is completed till AY-21-22	ADM/SS/DI/04	C
	Student enrollement notice dated 1/11/22 is displayed on Notice board for student communication	ACAD/DI/68	C
	LC application & L.C. certificate of student Raut Rohit is verified against LC No. 1834	ADM/SS/DI-6 SS/DI/7 SS/DI/03	C

Auditee:

1) Shinde
18/11/22
2) Kapil Patil
18/11/22

Auditor:

Prof. Pravin M. Thorat
18/11/22




!!Sabka Malik Atma!!
Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Administration

ADM/HS/DI/03	Housekeeping & Safety Audit Checklist	Academic Year: 2022-23
Rev: 00		
Date: 21-11-2022		

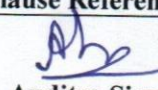

Date: 21/11/2022

Sr. No.	Criteria	Y/N	Remarks
A	HOUSEKEEPING		
1	Are college premises cleaned regularly?	YES	OK
2	Is floor-wise cleaning done regularly?	YES	OK
3	Are floors uneven and slippery?	NO	Nil
4	Are bathrooms cleaned properly?	YES	OK
5	Are water coolers cleaned and maintained?	YES	OK
B	SAFETY		
1	Are fire extinguisher adequate and refilled?	YES	OK
2	Is lighting adequate in classroom, library and working space?	YES	OK
3	Is general ventilation sufficient?	YES	OK
4	Are steps, paths in safe condition?	YES	OK
5	Are first aid facilities available?	YES	OK
6	Does electrical service adequate and checked?	YES	OK

Jal

	!!Sabka Malik Atma!!		DI No.: EOMS/DI/10
	Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)		
Academic Year: 2022-23	Nonconformity Report		Revision : 00 Dated : 11/07/2022
Term - I / II	Department : EOMS		

Date of Audit: 18/11/22	NC No.: 01	Department Audited: Administration.
Name of Auditee: Mr. Abhishek Singh		Name of Auditor: Prof.

To be filled by Auditor	
Statement of Nonconformity:	
IT complaints of users are resolved & recorded in MMR, suggested to maintain in separate record as per procedure. Also IT complaints register to be added in list of documented information.	
ISO 21001:2018 Clause Reference: 7.5, 8.5.5, 8.5.1	
 Auditee Sign.	 Auditor Sign.

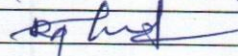
To be filled by Auditee	
Correction: (Action initiated to rectify the observed nonconformity)	
Responsibility: Mr. Abhishek	Target date: 21/11/2022
prepared new D.I. of complaint for IT.	

Root Cause:
Awareness of process was not proper.


Corrective Action: (Action initiated to avoid the recurrence of nonconformity)	
Responsibility: IT Incharge	Target date: 23/11/22
Continual awareness to IT team as per the process defined in manual.	

To be filled by Auditor / ISO Coordinator	
Verification of correction for implementation: (Write the description of sample checked)	
Verified New D.I. & complaints for IT, found ok.	


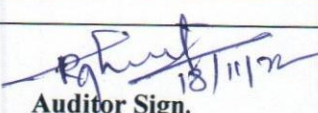

Verification of corrective action for implementation: (Write the description of sample checked)	
Verified the admin process manual & 01/ADMIN/17/01/05 is added revision 0 dated 21/12/22	


Verified By: 	Date of verification: 21/12/22
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NC is CLOSED / NOT CLOSED	
Verification of effectiveness of corrective action: (During next internal audit)	

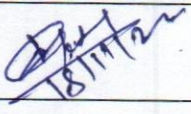
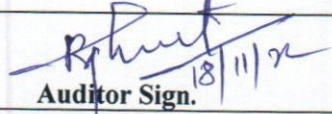
	!!Sabka Malik Atma!! Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)		DI No.: EOMS/DI/10
	Academic Year: 2022-23	Nonconformity Report	Revision : 00 Dated : 11/07/2022
Term - I / II	Department : EOMS		

Date of Audit: 18/11/22	NC No.: 02	Department Audited: Administration
Name of Auditee: Mr. Kapil Patil		Name of Auditor: Prof. Pravin M. Thorat

To be filled by Auditor	
Statement of Nonconformity:	
Risk assessment of admin is verified & it is observed that out of 22 processes only 4 processes are considered for risk assessment.	
ISO 21001:2018 Clause Reference: 8.1.1, 4.4	
 Auditee Sign.	 Auditor Sign.
To be filled by Auditee	
Correction: (Action initiated to rectify the observed nonconformity)	
Responsibility:	Target date:
Added more Risk assessment.	
Root Cause:	
understanding was less of all process, s	
Corrective Action: (Action initiated to avoid the recurrence of nonconformity)	
Responsibility: Registrar	Target date: 21/12/22
Training is needed to review process manual regularly.	
To be filled by Auditor / ISO Coordinator	
Verification of correction for implementation: (Write the description of sample checked)	
Verified New risk assessment sheet, new risk added in new sheet found ok	
Verification of corrective action for implementation: (Write the description of sample checked)	
Verified admin process risk & opportunities sheet, Rev dated 21/11/2022 & more risk are assessed & enlisted	
Verified By: 	Date of verification: 21/11/22
NC is CLOSED / NOT CLOSED	
Verification of effectiveness of corrective action: (During next internal audit)	

	!!Sabka Malik Atma!!		DI No.: EOMS/DI/10
	Vishwatmak Jangli Maharaj Ashram Trust's Atma Malik Institute of Technology & Research (AMRIT)		
Academic Year: 2022-23	Nonconformity Report		Revision : 00 Dated : 11/07/2022
Term - I / II	Department : EOMS		

Date of Audit:	NC No.: 03	Department Audited: Administration
Name of Auditee: Mr. Kapil Patil Mr. J. N. Ghinde		Name of Auditor: Prof. Pravin M. Thorat

To be filled by Auditor	
Statement of Nonconformity: House keeping audit as per procedure not conducted also list of documented information is missing.	
ISO 21001:2018 Clause Reference: 7.1.4.	
 Auditee Sign. 18/11/22	 Auditor Sign. 18/11/22

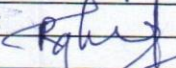
To be filled by Auditee	
Correction: (Action initiated to rectify the observed nonconformity)	
Responsibility: Maintenance Dept.	Target date: 21/11/2022
To conduct housekeeping audit & add D.I.	

Root Cause:
Audit was used to conduct but related D.I. was not included.

Corrective Action: (Action initiated to avoid the recurrence of nonconformity)	
Responsibility: Registrar / O.I.	Target date: 21/11/2022
To include audit D.I. & learn about the house keeping procedure as per the procedure defined.	

To be filled by Auditor / ISO Coordinator	
Verification of correction for implementation: (Write the description of sample checked)	
Verified the conduction of housekeeping record found ok	

Verification of corrective action for implementation: (Write the description of sample checked)	
Verified the admin manual ADM/AS/DI/03 R-0 dated 21/11/2022 is added.	

Verified By: 	Date of verification: 21/11/22
NC is <input checked="" type="checkbox"/> CLOSED / NOT CLOSED	
Verification of effectiveness of corrective action: (During next internal audit)	