

Form No.	FM-DNSC-IQA-02
Issue Status	05
Revision No.	06
Effective Date:	02 January 2025
Approved By	President

QUALITY MANAGEMENT SYSTEM OFFICE Audit Plan

Introduction	The 1st Internal Quality Audit for the year 2025 aims to assess the effectiveness, efficiency, and compliance of the organizations quality management system (QMS) with established standards and procedures. This audit will help identify areas for improvement and ensure continuous enhancement of operational processes.
Audit Objectives	<ul style="list-style-type: none"> • To evaluate the conformity of processes with the established quality management system. • To ensure compliance with relevant standards, policies, and regulatory requirements • To identify areas for process improvement and recommend corrective actions. • To verify the effectiveness of corrective and preventive measures from previous audits.
Reference Standard	<ul style="list-style-type: none"> • Organizational Policies and Standard Operating Procedures (SOPs) • Applicable regulatory and statutory requirements • ISO 9001:2015 – Quality Management System Requirements
Audit Methodologies	<ul style="list-style-type: none"> • Document Review: Examination of policies, procedures, records, and reports to assess compliance. • Interviews: Discussions with key personnel to evaluate understanding and implementation of processes. • Process Observation: Direct observation of operations to verify adherence to standard procedures. • Sampling and Testing: Reviewing selected records and conducting tests to validate performance and compliance. • Non-Conformance Analysis: Identifying and documenting any deviations from the established standards.
Audit Team	Members
Team 1	Foster Lueilwitz (LEADER), SECOND INTERNAL AUDITOR (MEMBER), Rickey Gulgowski (MEMBER)
Team 2	Rickey Gulgowski (LEADER), SECOND INTERNAL AUDITOR (MEMBER)

VISION

A premier Higher Institution in Agri-Fisheries and Socio-cultural Development in the ASEAN Region.

MISSION

DNSC strives to produce competent human resource, generate, and utilize knowledge and technology, uphold good governance and quality management system for sustainable resources and resilient communities.

CORE VALUES

Excellence
Integrity
Innovativeness
Stewardship
Love of God and Country



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Audit Scope for the Month/s of:	January - June	Year:	2025
Day 1 - April 07, 2025			
8:00 AM-9:00 AM	Opening Meeting		
9:00 AM-5:00 PM	Library Process	Para sa Lib na Clause	Foster Lueilwitz Rickey Gulgowski SECOND INTERNAL AUDITOR Librarian
9:00 AM-5:00 PM	Request for Credentials	Ambotyasdadasd	Rickey Gulgowski SECOND INTERNAL AUDITOR Registrar
9:00 AM-5:00 PM	Same Process	ambot unsa na Criteria Clause	Foster Lueilwitz Rickey Gulgowski SECOND INTERNAL AUDITOR Cashier Clinic Officer Registrar Librarian
Day 2 - April 08, 2025			
8:00 AM-5:00 PM	Continuation of Audit		

Created By

Quality Assurance Director

College Management Team

Leanne Lebsack

Monica Hilpert

Ayden Balistreri

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