



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 Davao del Norte State College endeavors to maintain its re-certification to ISO 9001:2015 standard. In this regard, assessment of the processes against the requirements of the ISO 9001:2015 standard by carrying out internal quality audit activities is vital to the implementation, maintenance, and improvement of the established quality management system of the College.
Audit Objectives	Specifically, the audit activity intends to: <ul style="list-style-type: none"> <li>• Verify if there is ongoing compliance with the requirements of the ISO 9001:2015, DNSC's QMS standards, policies and procedures, organization's quality system documentation, as well as requirements of clients/customers or regulatory authorities.</li> <li>• Evaluate the effectiveness of the methods and controls specified in the procedures.</li> <li>• Evaluate the effectiveness of the actions to address risks and opportunities.</li> <li>• Assess the extent of achievement of the performance targets.</li> <li>• Identify the strengths of the processes and areas or methods where potential improvement can be made.</li> </ul>
Reference Standard	ISO 9001:2015 Clauses 9.2, 4.1, 4.2, 4.3, 5.1, 5.2, 5.3, 6.1, 7.1, 7.1.6, 7.2, 7.3, 7.4, 7.5, 8.2, 8.4, 8.5, 8.6, 8.7, 9.1, 9.3, 10.2; SC-DNSC-IQA, Office Charter, CMO, Building Code
Audit Methodologies	The conduct of the audit activity will follow the methodologies as specified below: <ul style="list-style-type: none"> <li>• Collection of evidence/s thru sampling approach</li> <li>• Collection of information thru interview, document review, and observation</li> <li>• Recording information thru checklists, notes and, if necessary thru photos</li> <li>• Working language in Filipino, Cebuano, and/or English</li> </ul>
Type	Regular / Full (✓)    Special ()
Scope	DNSC Management systems for undergraduate program, student support services, administrative services, research, and extension programs
Audit Team	Members

#### **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





# DAVAO DEL NORTE STATE COLLEGE

New Visayas, Panabo City, Davao del Norte, 8105

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Team 1	Rickey Gulgowski (LEADER), Leonidas Davinci (MEMBER), Foster Lueilwitz (MEMBER)
Team 2	Foster Lueilwitz (LEADER), SECOND INTERNAL AUDITOR (MEMBER), Rickey Gulgowski (MEMBER)
Team 3	SECOND INTERNAL AUDITOR (LEADER), Leonidas Davinci (MEMBER), Rickey Gulgowski (MEMBER)

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Audit Scope for the Month/s of:		January - June	Year:	2028
Day 1 - May 07, 2025				
Time	Process/Audit Area	Audit Criteria/Clauses	Auditor/s	Area/Functions/Process Owners/Auditee
8:00 AM-5:00 PM	Library Process	Sample	Rickey Gulgowski Foster Lueilwitz Leonidas Davinci	Librarian
8:00 AM-5:00 PM	Clinic Process	Sample	Foster Lueilwitz Rickey Gulgowski SECOND INTERNAL AUDITOR	Nurse
Day 2 - May 08, 2025				
8:00 AM-5:00 PM	Top Management for QP and CTO	Sample	SECOND INTERNAL AUDITOR Rickey Gulgowski Leonidas Davinci	College President

<b>Prepared by:</b>  <b>JOENA MARIE MARTINEZ</b> Internal Lead Auditor		Date:
<b>Reviewed by:</b>  <b>MONICA HILPERT</b> Director for Quality Assurance / QMC	<b>Approved by:</b>  <b>AYDEN BALISTRERI</b> College Management Team	Date

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