

CONFORMITY REPORTS – SOFTWARE REQUIREMENTS MANAGEMENT - SOFTWARE ENGINEERING (BA - BSS)

Management -	Auditor: Mark A. Campbell	Audit Criteria: Business Analysis SOP Ver 2.0	Auditees:
Software			
Engineering (BA -			
BSS)			
Audit Evidence:			
Intake form/requisition	on form supplied. An	Intake Form / requisiti	on form outlines the
scope of the activity,	the sponsor, what is r	equired of the busines	ss Analysts, and
other relevant informa	ation.		
Evaluation:			
determined that the o SOP v2.0) And the re requisite managers [>	organization was Mee elevant ISO 90001 -2 K] and officers [] B. d	Intake Form or requisting the requirements of the standard based of the column of the repondent of the requirement of the requireme	of (Business Analysis n: A. interview with n retained by the

CONFORMITY REPORTS – SOFTWARE REQUIREMENTS MANAGEMENT - SOFTWARE ENGINEERING (BA - BSS)

Audit of: Software	Auditor: Mark A.	Audit Criteria:	Auditees:
Requirements	Campbell	Business Analysis	
Management -		SOP Ver 2.0	
Software			
Engineering (BA -			
BSS)			

Audit Evidence:

Approach Plan Effort Estimate supplied. 1. Approach Plan is used to define the business analysts involvement in the activity 2. Effort Estimate is used to forecast the cost and effort pursuing an activity.

Evaluation:

Based on the evaluation of process step: Identification of business analysis tasks It was determined that the organization was Meeting the requirements of (Business Analysis SOP v2.0) And the relevant ISO 90001 -2015 standard based on: A.

interview with requisite managers [X] and officers [] B. documented information retained by the department [X] Which is listed in the evidence column of the report.				
Effectiveness:				
		OFTWARE REQUI ENGINEERING (_	
Audit of: Software Requirements Management - Software Engineering (BA - BSS)	•	Audit Criteria: Business Analysis SOP Ver 2.0	Auditees:	
Audit Evidence: Email of communication to relevant stakeholder of the requirements. Auditee expressed that clients' expectations are controlled during meetings with the client. For example in cases of delays, this is expressed to client.				
Evaluation: Based on the evaluation of process step: Requirement gathering It was determined that the organization was Meeting the requirements of (Business Analysis SOP v2.0) And the relevant ISO 90001 -2015 standard based on: A. interview with requisite managers [X] and officers [] B. documented information retained by the department [X] Which is listed in the evidence column of the report.				
Effectiveness:				
CONFORMITY REPORTS – SOFTWARE REQUIREMENTS MANAGEMENT - SOFTWARE ENGINEERING (BA - BSS)				
Audit of: Software Requirements Management - Software Engineering (BA - BSS)	Auditor: Mark A.	Audit Criteria: ISO 9001:2015 Clause 7.4 Communication	Auditees:	
Audit Evidence:				

sample of communication of requirements to client via various communication channels. Approach plan & Email seen

Evaluation:

3/7

determined that the o SOP v2.0) And the re requisite managers [X department [X] Which	rganization was Meet elevant ISO 90001 -20 (] and officers [] B. do	Communicate Require ing the required the requirements of the standard based of the repondence column of the repondence.	of (Business Analysis n: A. interview with n retained by the	
Effectiveness:				
		OFTWARE REQUI	_	
Audit of: Software Requirements Management - Software Engineering (BA - BSS)	•	Audit Criteria: ISO 9001:2015 Clause 7.4 Communication	Auditees:	
consist of a communicular when with whom and	cation plan, however	the BA SOP that the this plan did not included memoricated.	• • •	
Evaluation: Based on the evaluated determined that the of SOP v2.0) And the representation of the properties of the partment [X] Which	rganization was Meet elevant ISO 90001 -20 (] and officers [] B. do	015 standard based or ocumented information	of (Business Analysis n: A. interview with n retained by the	
Effectiveness:				
		OFTWARE REQUI	_	
Audit of: Software	Auditor: Mark A. Campbell	Audit Criteria: ISO 9001:2015 Clause 8.6	Auditees:	
Addit Eviderice.				

1		ct type engagements to satisfactory . See Sec	
Evaluation:		,	()
that the organization And the relevant ISO	was Meeting the requision 90001 -2015 standar icers [] B. documente	Recommended Solutivirements of (Business described based on: A. interviewed information retained of the report.	Analysis SOP v2.0 jew with requisite
Effectiveness:			
		OFTWARE REQU E ENGINEERING (
Audit of: Software Requirements Management - Software	Auditor: Mark A. Campbell	Audit Criteria: Business Analysis SOP Ver 2.0	Auditees:
Engineering (BA - BSS)			
Audit Evidence:			
Revision History sec observed.	ction of the BA SOP s	een and changes to th	ne document
Evaluation:			
determined that the o SOP v2.0) And the re requisite managers [> department [X] Which	organization was Mee elevant ISO 90001 -2 K] and officers [] B. d	Business Analysis SC ting the requirements of 015 standard based of ocumented information nce column of the repo	of (Business Analysisn: A. interview with retained by the
Effectiveness:			

Communication from client to verify solution works as expected or a signoff

CONFORMITY REPORTS – SOFTWARE REQUIREMENTS

Management - SOP Ver 2.0

Software Engineering (BA - BSS)				
Audit Evidence: 1. Proof of email reply yet see) 3. Business An	•	•	Peer rev	iew document (not
Evaluation:	alysis SOF Vel 2.0	56611		
Based on the evaluation of process step: Business Analysis SOP v2.0 It was determined that the organization was Meeting the requirements of (Business Analysis SOP v2.0) And the relevant ISO 90001 -2015 standard based on: A. interview with requisite managers [X] and officers [] B. documented information retained by the department [X] Which is listed in the evidence column of the report.				
Effectiveness:				
lace	OPPORTUN			04
	ident Identification I			
Opportunity Report #:	 Auditor (s): Marl Campbell 	Λ A.	Date. J	une 22, 2022
Audit of : Software	Audit Criteria: IS	SO		
Requirements	9001:2015 Claus	e		
Management - Software	e 10.2-Conformity a	and		
Engineering (BA - BSS)	Corrective Action			
Statement of Opportur	nity:			
Based on the evaluation of process step: Control of Non-conformity It was determined that the organization was not Meeting the requirements of (ISO 9001:2015 Clauses 8.7 & 10.2) And the relevant ISO 90001 -2015 standard based on: A. interview with requisite managers [X] and officers [] B. documented information retained by the department [N/A] Which is listed in the evidence column of the report.				
Responsible Party: Kay-Maureen Shim				
		Signature:		
OPPORTUNITY REPORT				

Incident Identification Number: 000000.00002

6/7

Opportunity Report #: 2	Auditor (s): Mark	ά A .	Date: June 22, 2022	
	Campbell			
Audit of : Software	Audit Criteria: IS	0		
Requirements	9001:2015 - Caus	se 7.2		
Management - Software	Competence			
Engineering (BA - BSS)				
Statement of Opportunit	y:			
Based on the evaluation of process step: Manager It was determined that the organization was Meeting the requirements of (ISO 9001:2015 Clause 7.2) And the relevant ISO 90001 -2015 standard based on: A. interview with requisite managers [X] and officers [] B. documented information retained by the department [N/A] Which is listed in the evidence column of the report.				
Responsible Party: Kay-Maureen Shim				
Auditor Signature:		Signature:		

7 / 7