

Spanish Town Tax Office

ISO 9001:2015 Quality Management System Audit

Internal Audit Report

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00001		
Non-Conformity Report #: 1	Auditor (s): Recardo Rowe	Date: August 31, 2021
Audit of : Staff Awareness of the Quality Policy	Audit Criteria: ISO 9001:2015 Clause 7.3 (a-d)	
<p>Statement of Nonconformity:</p> <p>During the review of the Awareness of the QP for the period August 16 - 19, 2021 it was determined that staff members at the lower levels (non-managerial and supervisory) were unable to explain what the quality policy statement is and the implications of non conforming with the QMS. This was not in conformance with ISO 9001:2015 clause 7.3 (a, c) which states in part that the organization shall ensure that persons doing work under the organizations control are aware of the quality policy and their contribution to the effectiveness of the QMS.</p> <p>Responsible Party: Christine Webb</p>		
Auditor Signature:		Signature: