

Republic of the Philippines
DAVAO CITY WATER DISTRICT

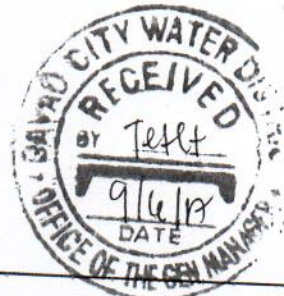
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IAT-09-0617-01

ENGR. EDWIN V. REGALADO, M.P.A.
General Manager

ALFONSO E. LAID, C.P.A.
Assistant General Manager for Administration

FROM : Lead Auditor (ISO 17025 Accreditation)
DATE : September 6, 2017



Please be informed that the designated Internal Audit Team has already conducted its actual audit to the Water Meter Calibration Laboratory specifically the newly installed Quality Management System in preparation for ISO 17025 accreditation. The highlights of the audit is to verify, evaluate and measure the consistency of the implementation of the quality system as well as assessing its effectiveness. The actual audit took place last August 29-30, 2017. The audit was divided into two audit criteria, each criterion is divided into two parts wherein each part is audited by the assigned Internal Auditor.

The 1st area to be assessed is the Quality Management Systems and Management Requirements under ISO 17025 Clauses 4.1-4.7 examined by Ms. Janette J. Ayag and 4.8-4.15 examined by Mr. Isagani C. Quintos. While the 2nd area to be assessed is the Technical Requirements under ISO 17025 Clauses 5.1-5.5 examined by Ms. Heide G. Acero and 5.6-5.10 examined by Engr. Joan T. Francisco.

The wash up session or exit conference was conducted last September 5, 2017 with the Internal Audit Team and the concerned division headed by Engr. Dennis A. Maningo. Last 2016 there were a total of twenty-four (24) Audit Observations, One (1) Minor Non-Conformity and One (1) Non-Conformity. This years' audit results have a total of 8 Minor non-conformities and 1 Non-conformity, after the wash up session or exit conference the minor non-conformities were narrow down to seven (7) while the Non- Conformity retained. There is a leap improvement of the DCWD Calibration Laboratory as to preparedness for the actual External Audit by PAB or Philippine Accreditation Board for Calibration and Laboratories as sole issuer to International Accreditation body such as ISO 17025 certification.

Based on the results of the audit examination using the specific clauses in 17025 as a tool to come-up with a non-discretionary audit observation. And the Management effort to address specific audit observations in the most possible time will conclude the readiness of the Water Meter and Maintenance Division on its ISO 17025 Accreditation.

As such, we would like to express our opinion in conformity with the ISO 17025 Clauses 4.1-4.15 and 5.1-5.10 or commonly known as The Management Requirements and The Technical Requirements, in our opinion, notwithstanding with the seven minor non-conformities and 1 Non-conformity, the WMMD QMS is compliant to ISO 17025.

Attached herewith are the Audit Summary Report (ASR), Internal Audit Report (IAR), Internal Audit Checklist (IAC), Internal Auditor Performance Rating (IAPR), Annual Internal Audit Program (AIAP), Detailed Internal Audit Plan (DIAP) and Office Memorandum.

For your information.

Daniilo B. Tagalog
DANILO B. TAGALOG

Approved by:

Edwin V. Regalado
ENGR. EDWIN V. REGALADO
General Manager

FO-04-26
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 Revision No. 0



DCWD Calibration Laboratory

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AUDIT SUMMARY REPORT (ASR)

Period Covered: August 30, 2017

SECTION/ UNIT	SIGNIFICANT	MINOR	COMPLIANT	TOTAL	PERCENTAGE (%)
4.2.3 Commitment to Manage System		X			
4.3.2.1 Approval of Issue		X			
4.3.2.3 Identification		X			
4.6.4 Approved Suppliers		X			
4.8 Complaints up to 4.15			X		
5.2.2 Training Policy		X			
5.3.5 Equipment		X			
5.6.1 Measurement	X				
5.6.3 SR		X			
Total/ Percentage	1	7	87	8/95	8.42%

Prepared By: *[Signature]*
DANILO B. TAGALOG
 Lead Auditor

Checked By: *[Signature]*
DANILO B. TAGALOG
 Lead Auditor

Noted By: _____
 Management Representative