



## Audit Record

**Audit ID** 23158  
**Supplier** Admiral Scaffolding Group Ltd  
**Supplier ID** 15831  
**Lead Auditor** Tim Lonergan  
**Audit Date(s)** 28/05/2013



**Achilles Information Limited**

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## **Audit Outcome**

Notwithstanding the outcome of any individual product codes, a pass recommendation was made.

'Pass' - The Link-up Rail Portal shall be updated in accordance with scheme guidelines.

'Fail' - The nature and extent of nonconformities prevents a 'pass' recommendation. A failure notification shall be issued at the earliest opportunity. A re-audit of the identified nonconformities must take place within 12 weeks of the date of this audit. Failure to do so shall result in a full re-audit.

'Deferred subject to the submission of suitable corrective action' -Satisfactory corrective action for the identified nonconformities must be received by the recorded date/s in order for a 'pass' recommendation to be given. Failure to do so shall result in a 'fail' recommendation, see above.

## **Audit Record**

The audit opening meeting addressed:

- Audit scope (including version of question set/s, addition/subtraction of product codes, etc)
- Audit duration, itinerary and introduction of personnel involved
- Nature and limits of confidentiality
- Audit location health, safety and welfare arrangements
- Grading of audit findings and audit outcome
- Any other issues or comments raised by either party pertinent to the audit

The audit closing meeting addressed:

- Audit outcome including any identified nonconformities and the date/s and action/s required for close out and the appeals process where appropriate.
- The Supplier understands that they must amend their online Product Code selection where changes are identified as a result of the audit e.g. for withdrawn or sub-contract only codes.
- All Audit Reports are subject to the AAS quality checking process and results shall not be confirmed until published on the Achilles 'Rail Portal'.
- Any other issues or comments raised by either party pertinent to the audit

## **Notes**

The organisation had not undertaken any work on Network Rail Managed Infrastructure in the last 12 months.

**Nonconformities**

None	None	None
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**Observations**

4	The Deputy Register should be updated with the details of the current Health & Safety Consultant.
12	The Working Hours procedure, P06, referred incorrectly to F14 (Sentinel Rules) rather than F29 (Hours Exceedance Authority).

**Positive Comments**

None	None
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The Auditor and Company Representative are signing to acknowledge the content of this document. Following your audit Achilles request feed back on your experience of the Link-up process and the audit itself in order to continually improve its processes and products.

**Date** 28/05/2013

**Lead Auditor Name** Tim Lonergan

**Lead Auditor Signature**

**Company Representative Name** Chris Gunn

**Company Representative Position** Divisional Director

**Company Representative Signature**