



**URS CERTIFICATION LIMITED**  
**(UNITED REGISTRAR OF SYSTEMS LTD)**

URS/RKNEC/SA/01

02.05.2015

To  
The Principal,  
Shri Ramdeobaba college of Engineering & Management,  
Katol Road, Nagpur  
Fax: 0712-2583237

Sub: Surveillance Audit. ISO 9001:2008

Dear Sir,

Please find enclosed the audit program of the Surveillance Audit Plan for Quality Management System planned during 8<sup>th</sup> May 2015. Main purpose of this audit is to verify compliance of your Quality Management System in accordance with your QMS Manual, Procedures and practices to the requirements of ISO 9001:2008. Audit will be conducted as per the program and will commence with an opening meeting on date 8<sup>th</sup> May 2015 at 10.30am.

The audit will be conducted with a minimum of disruption to your normal work, hence we would request you to arrange knowledgeable persons i.e. Management Representative and / or guide (if required in case of split of audit team in two or more groups) to be available to accompany the auditors during the audit. We also request you to provide free access to the location / site(s) and availability of pertinent documents like manual, relevant procedures and work instructions to the audit team during the audit. We would also require office facilities like telephone, photocopying and meeting room etc.

It is important that the management personnel attend both opening and closing meetings; hence we request you to arrange the availability of these personnel. We hope you will find above audit program in order; however you are free to discuss the audit plan with the Lead Auditor considering your work schedules.

Thanking you and assuring you our prompt value added and best services at all times.

Yours faithfully,  
Audit Manager

Type Of Audit:	Surveillance Audit
Standard / Date Of Issue:	ISO 9001: 2008
Audit Period On Site (Due Date):	8th May 2015
Company / Client:	Shri Ramdeobaba college of Engineering & Management, Katol Road Nagpur
Street / P.O. Box:	Katol Road
Post Code / City:	Nagpur
Audit Responsible:	Principal
Act. QMS Revision Date	Issue 01 / Rev.00, Dt. 01.10.2012
Lead Auditor & Co-Coordinator Auditor	Auditor-I Auditor-II
Number Of Shifts / Audited	General Shifts
Audit Language(S):	English



Date	Time	Organizational unit/Department/Location	Event/ Element	Auditors
08.05.2015	10:30am	Opening Meeting		Auditor-I & II
08.05.2015	11.00 am to 1.00 pm	Mechanical	4.2.4, 4.2.3, 5.2, 6.3, 6.4, 7.1, 7.2.1, 7.2.2, 7.2.3, 7.4.1, 7.4.2, 7.4.3, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.6, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.3, 8.4, 8.5.2, 8.5.3	Auditor-I
08.05.2015	11.00 am to 1.00 pm	Civil	4.2.4, 4.2.3, 5.2, 6.3, 6.4, 7.1, 7.2.1, 7.2.2, 7.2.3, 7.4.1, 7.4.2, 7.4.3, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.6, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.3, 8.4, 8.5.2, 8.5.3	Auditor-II
08.05.2015	1.00 pm to 2.00 pm	Lunch		Auditor-I & II
08.05.2015	2.00pm to 3.00pm	Physics	4.2.4, 4.2.3, 5.2, 6.3, 6.4, 7.1, 7.2.1, 7.2.2, 7.2.3, 7.4.1, 7.4.2, 7.4.3, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.6, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.3, 8.4, 8.5.2, 8.5.3	Auditor-I
08.05.2015	2.00pm to 3.00pm	Boys Hostel	4.2.4, 4.2.3, 5.2, 6.3, 6.4, 7.1, 7.2.1, 7.2.2, 7.2.3, 7.3, 7.4.1, 7.4.2, 7.4.3, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.6, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.3, 8.4, 8.5.2, 8.5.3	Auditor-II
08.05.2015	3.00pm to 4.00pm	Dean Academic	4.2.4, 4.2.3, 5.2, 6.3, 6.4, 7.1, 7.2.1, 7.2.2, 7.2.3, 7.4.1, 7.4.2, 7.4.3, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.6, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.3, 8.4, 8.5.2, 8.5.3	Auditor-I
08.05.2015	3.00pm to 4.00pm	Dean SRC	4.2.4, 4.2.3, 5.2, 6.3, 6.4, 7.1, 7.2.1, 7.2.2, 7.2.3, 7.4.1, 7.4.2, 7.4.3, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.6, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.3, 8.4, 8.5.2, 8.5.3	Auditor-II
08.05.2015	4.00pm to 5.00pm	MR & Top Management	4.2.4, 4.2.3, 5.2, 6.3, 6.4, 7.1, 7.2.1, 7.2.2, 7.2.3, 7.4.1, 7.4.2, 7.4.3, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.6, 8.1, 8.2.1, 8.2.2, 8.2.3, 8.2.4, 8.3, 8.4, 8.5.2, 8.5.3	Auditor-I & II
08.05.2015	5.00pm	Closing Meeting		Auditor-I & II