



MITS

MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

(Deemed to be University under section 3 of UGC Act, 1956)

12.10 Annexure - Audit Evidence/ Process Notes (ISO 14001: 2015 & 50001: 2018)

Issue No : 01	Revision No: 00	Doc. No: IMS-MITS/ANX/10
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Audit Type: Internal / External / Follow Up	Department:	Process Owner:
Audit Criteria: ISO 14001:2015 / ISO 50001:2018 / IMS Process	Site:	Audited person:
Process / Area:	Date: DD/MM/YYYY	Auditor:
Applicable ISO Clause(s):		
Process Input: (Quality / insp. plans, Env. Aspects, Hazards, emergency plans, applicable legal req., Life cycle stages,etc.) (List of Energy sources, list of energy consuming processes and facilities, energy consumption for different processes/facilities, identification of the energy performance indicators)	Process Output: (Quality records, reports, Operation controls, implementation of life cycle stages, M & M records etc.) (Energy Baselines, current energy performance , estimates of future, energy consumption, energy objectives, targets and action Plans)	
Process evidence/ Documentation / Records / Tools / Notes: (You may use next page as additional pages for notes)		Evaluation¹
KPIs / Objectives / Efficiency indicators	Risks and opportunities	Resources(Material / Personnel)



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¹ **Note:** Please use separate process audit notes for each process however you can use multiple sheets for single process. **Evaluation:** 1 = Conformance; 2 = Minor Non-conformance; 3 = Major Non-Conformance; n.a.: Not Applicable; "evaluation with clause" numbers in case of Minor /Major NC

Additional Notes / objective evidence: (e. g. department / Name of audited persons / inspected documents /audit observations)	Evaluation ²
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