

FDC Implementation Audit

form 07.3B

Process Type :

Date of Audit :

Building Consent Officer / Contractor :

Audit by :

Consent number :

	Audit Against	Y/N	Evidence
1	Is the procedure being used approved and appropriate ? Reg 5,7,14,16		
2	Has the building control function been correctly performed? Reg 6,7,15,16		
3	Was there sufficient time to undertake and complete the function fully? Reg 8		
4	Is the person working at the right competency level and has authority? Reg 9,10,13,15		
5	Has the person been trained to undertake this procedure ? Reg 11		
6	Has approved equipment been used and calibrated ? Reg 14		
7	Was the technical information used current? Reg 14		
8	Has the correct documentation been completed and reasons given ? Reg 6,7,16		
9			
	Out come of audit		
1 2	Competence level Reg 10 More training required Reg 11		

Audit signature _____ Date _____