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1. Audit Question Set Section 3.5 Core Element Documentation

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Summary:
The Audit Question Set used as assurance in order to adhere to the policy described in policy clause 3.5.
audit_body_Text:

1.1. These questions address ASEMS Part 1, Clause 3.5 and DSA 01.1, Elements B – D, H and K.

1.1.1. Information Management

1.1.1.1.

1. What S&EP information was assessed as essential to the establishment and ongoing maintenance of the SEMS?
2. How was such information identified and where are the outcomes from the assessment process that generated it?
3. How are the key documents managed to prevent their contents becoming corrupted or lost?

1.1.2. Organisational Leadership, Culture, Capability and Change Management

1.1.2.1.

1. What process did the documents go through to become authorised, and by who?

1.1.3. Personnel Competence and Training

1.1.3.1.

1. How have you ensured that those required to apply the contents of the documents are suitably competent?

1.1.4. Supervision and Control of Activities

1.1.4.1.

1. Under what circumstances do you expect staff to require supervision when implementing the S&EP processes?

1.1.5. Self - Assurance

1.1.5.1.

1. What internal and / or external oversight has been carried out to assure the adequacy
2. and effectiveness of the above arrangements and their outcomes?