

Element 16 – Biosolids EMS Internal Audit

Version Number: 6
 Version Date: March 16, 2015

Purpose

The following describes the District’s procedures for conducting periodic internal audits of the District’s biosolids EMS.

Responsible Parties

EMS Coordinator

Procedures

1. The EMS Coordinator will organize the EMS for Biosolids internal audit in accordance with the guidance provided in Document 16.1. See Document 16.2 for the EMS audit schedule.
2. Non-conformances found during the internal audit will follow procedures from Element 14 – Non-conformances: Preventative and Corrective Action.
3. A summary of the internal audit activities and resulting recommendations from the *Biosolids EMS Internal Audit Report* will be published in the *Biosolids Program and EMS Performance Report* described in Element 15 and be included in the management review described in Element 17.

References

- Document 16.1 - Biosolids EMS Internal Audit Guidance
- Document 16.2 – Biosolids EMS Audit Schedule
- Element 14 – Non-conformances: Preventative and Corrective Action
- Element 15 – Biosolids Program and EMS Performance Report
- Element 17 – Management Review

Revision History

Version Number	Version Date	Description of Revision
0	7/28/05	Original Issue
1	12/12/05	Revised and moved some procedures to Document 16.1 Biosolids EMS Internal Audit Guidance.
2	7/19/06	Added procedure to cross-reference Element 14 – Non-conformances: Preventative and Corrective Action.
3	4/22/09	Corrected Version Date Below Header on Page 1
4	7/8/11	Correction Version Date in Revision History for V2 Procedure 3. Changed title of report
5	10/17/11	Edited Footer with Official Document Location
6	3/16/15	References revised to read Biosolids Program and EMS Performance Report.



Environmental Management System for Biosolids