

SADCAS Ref. No:

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CHECKLIST FOR TECHNICAL EXPERT ASSESSING INSPECTION BODIES UNDER THE REGULATORY DOMAIN

Reporting Technical Expert::	
Organization:	
Area/Field of Organization Assessed:	
Organization Representative:	
Signature of Representative:	
PART 1. DETAILED OBSERVATION	
Regulatory Approval	
Responsible Person Name & Number	
Training of personnel <ul style="list-style-type: none"> • Update 	
Facilities and Equipment <ul style="list-style-type: none"> • Compliance with local legislation • Calibration of equipment 	
Procedures and reports <ul style="list-style-type: none"> • Quality of reports • Adherence to the use of procedures 	
Codes and Standards <ul style="list-style-type: none"> • Availability of reference documents on-site 	

<p>Work Management</p> <ul style="list-style-type: none"> • Resourcing, planning and scheduling of activities 	
<p>Records Management</p> <ul style="list-style-type: none"> • Compliance • Retention period of records 	
<p>Safety Checks during Witnessing</p> <ul style="list-style-type: none"> • Compliance • Safety Considerations 	

PART 2: COMMENTS

Signed by: Technical Expert _____

Date: _____