

ESTATES HSE WEST

Audit Date: 12th May 2009
 Audited Procedure: Preparation of Fire Certificate Application Rev 0 April 05
 Auditor: Louise Naughton
 Auditee: Noel Nagle.
 Details : Job – Westbury Health Clinic.

ref	Question	Answer	Nc/obs	Action planned By whom expected completion date	Closed out date and verification details
1.	Was a fire Cert application made for the job?	Westbury Heath Centre fire Cert Application form?			
2.	Were the appropriate document attached to the Fire Cert application?	Yes appropriate documents were attached for the Westbury Health Centre.			
3	Was a Fire Cert approval received from the local authority and is it available?	Yes. Fire Certificate is on file for Westbury Health Centre.			
4.	Read and review the procedure are there other issues with the procedure.	No Reference are made to Technical Services.			