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| **Name of Inspection Body/ ENAS ID:** | |  | | |
| **Name of Inspector:** | |  | | |
| **Name of Company being Inspected for witnessing:** | |  | | |
| **Standards/Procedures Used for Inspection:** | |  | | |
| **Inspection conducted:** | |  | | |
| **Time used for inspection:** | |  | | |
| **Witnessed / Assessed by (ENAS Assessor)** | |  | | |
| **Inspection Date:** | |  | | |
| **Witness Technique (Onsite/ Remote)**  ***(For Remote witnessing please specify the tools used):*** | |  | | |
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| 1. **Qualification and total no of years of experience of the inspector:** | | | | |
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| 1. **No of years spent in this company:** | | | | |
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| 1. **Background and Experience in Relation to the client’s scope of work assigned:** | | | | |
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| 1. **Familiarity with code of ethics:** | | | | |
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| 1. **Use of PPEs (if applicable)** | | | | |
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| 1. **Practical Knowledge of the Relevant Standard. (Note examples of shortcomings, if any)** | | | | |
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| 1. **Knowledge and Use of Client’s Documentation** | | | | |
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| 1. **Was the inspection appropriately planned?** | | | | |
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| 1. **Was the sampling technique adopted appropriate and statistically as per the standard?** | | | | |
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| 1. **Were the relevant documented instructions/standards/worksheets/checklists/reference data used?** | | | | |
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| 1. **Were the observations recorded in a timely manner?** | | | | |
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| 1. **Did the inspector use documented instructions on safety (where applicable)?** | | | | |
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| 1. **Was the item under inspection uniquely identified?** | | | | |
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| 1. **If the item under inspection did not conform to the description of specification, was the client consulted before proceeding?** | | | | |
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| 1. **Were any abnormalities notified or noticed and recorded?** | | | | |
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| 1. **Was the item prepared by client or by the inspector?** | | | | |
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| 1. **Did the inspector have the ability to make professional judgments as to conformity with general requirements using examination results and to report there on.** | | | | |
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| 1. **Is the Inspector easily distracted or side-tracked?** | | | | |
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| 1. **Any other point worth mentioning.** | | | | |
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| 1. **Summary of NCs observed by ENAS Assessor during witnessing:** | | | | |
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| **Assessor/ Expert Name & Signature:** |  | | **Date:** |  |