

Audit Finding Code List

QAP-F28 (G)

AMS Information:

- A0 Other _____
- A1 Accreditation type missing/incorrect
- A2 Incorrect address/contact information
- A3 QAP contact missing/obsolete/wrong
- A4 Missing/wrong 24/7 Service Number
- A5 Dues not paid/overdue

Facility:

- F0 Other _____
- F1 Shop layout does not match QC Manual
- F2 Shop does not allow 5 feet clear space around vehicle
- F3 Facility does not comply with ADA requirements
- F4 Accessible Parking insufficient/size
- F5 Vehicle entry door does not comply with Rules
- F6 Customer entrance does not allow safe entry/egress

Program Documents:

- D0 Other _____
- D1 QC manual missing/not approved
- D2 QCM annual review not completed
- D3 Guidelines document not available/obsolete
- D4 Insurance certificate missing/expired
- D5 Insurance coverage not per requirements
- D6 MFG installation instructions missing/wrong
- D7 Organizational Chart not current/missing
- D8 MFG/Product listing missing/not current
- D9 No evidence of Vehicle/Equipment F/CMVSS compliance

Labeling:

- L0 Other _____
- L1 Tire Placard label not applied/replaced
- L2 Make inoperative label not applied
- L3 Load Carrying Capacity reduction label not applied
- L4 QAP label not applied
- L5 QAP labels not being applied
- L6 Vehicles modified without labels applied or reported
- L7 Label Log missing/not found
- L8 Label Log inaccurate/missing information

Training:

- T0 Other _____
- T1 No one certified as NCT
- T2 NCT certification expired
- T3 Tech not certified/supervised to install MFG equipment
- T4 Technician MFG training certification expired
- T5 Final Inspector not certified/trained

Audit:

- 00 No Findings/Successful Audit
- A0 Other _____
- A1 Fees not paid/Overdue
- A2 Unprepared/No Answer
- A3 Corrective Action Overdue
- A4 Objective Evidence not present/Missing

Customer File:

- C0 Other _____
- C1 Customer file missing
- C2 Customer contact information missing/incomplete
- C3 Technician performing work not shown/missing
- C4 Final Inspection missing/incomplete/not signed
- C5 No evidence equipment operation training was provided
- C6 No evidence of road test
- C7 No evidence of final fitting
- C8 No evidence of DRS assessment or customer experience
- C9 No evidence that preventative maintenance schedule provided
- C10 Client Driver license not on file
- C11 Documented weight analysis missing/incomplete
- C12 Weight analysis shows vehicle will exceed GVWR/GAWR/TWR
- C13 Load Carrying capacity is insufficient for intended use
- C14 Make inoperative form missing/not signed/incomplete
- C15 Wiring diagram missing
- C16 Supervisor name missing
- C17 Label Reporting form missing/incomplete
- C18 Client not informed in reduction of load carrying capacity
- C19 Out of Area Service Form not completed/missing
- C20 Customer acceptance signature missing

Equipment/Tools:

- E0 Other _____
- E1 Not calibrated/overdue
- E2 Required tool Missing/not found
- E3 No four corner scales
- E4 No torque wrench
- E5 No Multimeter
- E6 Missing/inadequate crimping tools
- E7 Missing floor jacks, stands, or hoist

Structural Modifications:

- S0 Other _____
- S1 Does not comply with Guidelines
- S2 Missing detailed work instructions
- S3 No evidence of F/CMVSS compliance verification
- S4 Structural manual missing/wrong manual used

Off-Site Installations:

- O0 Other _____
- O1 Dealer not accredited for off-site installations
- O2 Dedicated vehicle missing/not found
- O3 Required tools missing/not found
- O4 Dealer installing equipment not eligible for off-site

Bylaws

- B0 Other _____
- B1 Unapproved Logo Use
- B2 Violation of Bylaws

Guidelines:

- G0 Other _____
- GX Where "X" is the guideline section not followed