Singlepoint Audit Manager is the fully integrated way to plan, manage and execute your audit activity.

- Audit Manager can be configured to manage various audit types such as internal, supplier and surveillance, additionally, schedules can be set for any period
- Flexibly designed to allow you to add your own references and checklist questions
- Fully integrated into Issue Manager for seamless resolution of non-conformances
- Available with companion Audit App for iPad, Android and Windows tablets
- Unique ‘Question Builder’ lets you create different questions designed for use on the tablet
- Fully integrated into Radar for instant management dashboards and reports
- Audits and schedules can be ‘Cloned’ so that they can be re-used, saving valuable time in the future

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The Complete Audit Solution

The Lead Auditor and Process Owners are displayed in the grid, along with a very useful “Remarks” column, where team members with access can view comments from other auditors pertinent to each audit. For example, one audit may reveal information that could be relevant to other audits in the plan, so the auditor can log comments that can be accessed by other auditors in the team when the time comes to perform these related audits.

Setting up an audit is easy; the user navigates through simple and intuitive forms and is able to upload supporting documents and quickly pick from lists of users, departments, auditors, processes etc. Another great feature is the ability to add checklist questions to the audit. The master lists of checklist questions can be imported from Excel into the system so that they can be easily controlled, updated and used.

Recording information into the individual audit is easy; the auditor can print off handy reports prior to the audit if initial completion by hand is necessary. Findings and results can be entered either against individual check list items or in general report form.

Instant Visibility

Each individual audit in your plan can be set with a required timing and the useful traffic light style indicators easily show the status of each one; green would mean audit completed with no outstanding non-conformances, whilst yellow would indicate that although the audit has been completed there is at least one open non-conformance against it. A red indicator would signify that this audit’s intended start date has been and gone without the audit being started.

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Non-Conformance Management

Non-conformances can be recorded as Major, Minor or Opportunities for Improvements and you can then set your own business rules as to how these issues are dealt with. For example, you might require a mandatory full corrective action for each major non-conformance, a short form corrective action for minor non-conformances and a review meeting for all opportunities for improvement.

All consequential “issues” can be handled in Singlepoint’s Issue Manager module, where you can appoint corrective action owners and use the workflow elements of the tool to capture and control all of the necessary steps and information you need, in order to close the non-conformances out to your exact specifications.

Closed Loop Control

You will benefit from the “closed loop” approach of Singlepoint. For example, non-conformances cannot be closed until the corresponding corrective action has been completed. Audits cannot be closed until all corresponding non-conformances are completed.

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Powerful Reporting

Our on-board management reporting tool Absolute Reporting can bring you back a limitless array of real-time reports, helping you identify trends in the strengths and weaknesses of your processes and your business. Reports can be “pulled” at any time with the very latest up-to-date information or they can be “pushed” by email at certain frequencies to specified users.

Flexible

Like all the Singlepoint modules, Audit Manager is a very flexible tool that can be changed and adapted to suit your specific needs. Whether it's minor amendments to a form or wholesale changes to aspects of the workflow, Singlepoint is built to be different and to meet our customers’ needs quickly and easily.
Audit On The Move With Our Tablet Audit App

The very nature of auditing makes it hard to enter data electronically whilst you are in the throes of carrying out the audit itself; usually you’re making notes as you go on paper and then later on you have the task of typing it all up into a report. That all creates a natural place for a tablet app and so we have developed a fully integrated app for the iPad, Windows or Android tablets to complement Audit Manager.

Purpose Designed For The Tablet

Clearly, using an iPad (for example) to enter data is a different proposition to using a regular keyboard, so we have completely re-designed the way that you can design questions in Audit Manager so that it works brilliantly on a tablet device.

Fully Integrated

We have introduced full and seamless integration between the main Singlepoint Audit Manager module and the tablet Audit App. This means that all the audits you create and schedule in Audit Manager appear on the app. You can then complete the audit on the app and then synchronise the completed audit data back to Audit Manager.