



EMPACTA ® Quality Standard No. 3 (english)

Context

Recognizing the difficulties with implementing peer audits in relation with EQS1, the Board is entitled to commission a quality assurance visit (QAV). EQS 3 replaces EQS 1, art. 5.2.

Purpose

The purpose of the quality assurance visit (QAV) is to check the quality of the work of the member and to produce meaningful recommendations. A QAV is due every six years, starting from the beginning of membership, and always not later than six years after the reporting date of the last QAV. Last peer audit will be considered equal with QAVs.

Procedures

- ◉ The Board has the power to determine a member that would realize the QAV. The determined member has the duty to establish the QAV. The audited member has to accept the decision of the Board.
- ◉ The time of the QAV will be agreed in mutual consent between auditor and auditee. However, the QAV must be performed not later than one year after the due date of the QAV.
- ◉ The program of the QAV is determined by the Board. For this purpose the Board issues a questionnaire. The questionnaire is public.
- ◉ The member performing the QAV issues a report and a management letter in English language. The report and the management letter are first sent to the auditee. After receiving the comments of the auditee, the auditing member submits the report and the management letter to the Board.

EMPACTA E.V. ®

Board: Thomas Werner, Riad al Zouki (Chairmen), Frank Fabel (Secretary), Etleva Dharmo (Treasurer)

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Thielallee 113, 14195 Berlin, Germany, www.EMPACTA.org Tel. +49 30 84 31 68 44, Tel. +355 67 20 66 161

Fax: +49 89 84 00 23 17 e-mail: dharmo@EMPACTA.org

Bank account: Commerzbank IBAN DE 53 1004 0048 0433 4769 00, BIC: COBADEFFXXX



- ⦿ The Summary of the Report should be open to all members, while the long form report is kept confidential. This means that this report is only accessible to Board, auditor and auditee. The auditor and the auditee cannot disclose the long form report to others.
- ⦿ The auditor receives remuneration from the association. The remuneration covers travel expenses and a fee per day. Two days per QAV on site and 1 day for reporting should be sufficient.
- ⦿ There is a possibility that a member adopts voluntarily a QAV.
- ⦿ The result of the QAV will be certified.
- ⦿ EQS 3 will come into force on 1 January 2020.