



# Audit Report

For

**Samara United (Samara Training Institute)**

1st Stage

*Audit Date: 13/07/2025*

## Organization Details

**Company:** Samara United (Samara Training Institute)  
**Address:** Al-Udhaibah North, Muscat, Oman  
**Contact Person:** Eng. Samara Salah  
**Email:** Samara@samaraunited.com  
**Audit Criteria:** ISO 45001:2018  
**EA Code:** 35 , 37  
**Scope:** Provide Training & consultation services

## Auditors

Auditor Name	Role
Eman El Zarka	Team Leader

## Auditee Members

Auditee Name	Position
Mrs. Samara Salah	general manager
Eng. Jasem Aboras	QHSE head

No. of Man-Days
1.0

## Audit Findings

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Clause No.	Requirement\Department	Evidence	Result
4.3	Top Management	<p>A tour of the institute was conducted, revealing that it is equipped across two floors with offices, lecture rooms, a kitchen, restrooms, lounges, and a storage area. All rooms are air-conditioned except the kitchen and restrooms, and lighting throughout is adequate. The facility is supplied with essential resources, including office supplies, computers, comfortable seating that adheres to ergonomic guidelines, and presentation screens in the lecture halls.</p> <p>Lighting and air conditioning systems undergo regular maintenance.</p> <p>Additionally, fire extinguishers and fire alarm systems are available in all rooms, along with CCTV. Based on these findings, the scope of the audit appears to be appropriate. scope is defined in a documented information coded STS-QHSE-01</p>	Compliant
5.2	Top Management	Policy is updated in 13 feb 2024. It is defined in a documented information coded STS-QHSE-02	Compliant
6.1.2	QHSE	A registrar for risks and opportunities is developed, assessed and updated coded STS-QHSE-F06. It includes workplace hazards assessment. OHS, other risks and oppourtunities are defines and actions are documented as corrective actions. Criteria for assessment are determind within "Addressing risk and opportunities procedure" coded STS-QHSE-P03	Compliant
6.1.3	QHSE	Commercial registrar is issued and updated. Legal and other requirements are determined and updated. Its compliance will be investigated in second stage. Legal and other requirements are documented and updated in a documented information coded STS-QHSE-F07	Compliant

Clause No.	Requirement\\Departement	Evidence	Result
6.2	QHSE	Objectives are set, planned and updated. Its achievement progress will be investigated in second stage. Objectives and its action plan are documented and updated in a documented information coded STS-QHSE-F08, STS-QHSE-F09	Compliant
7.5	QHSE	Health and safety manual is developed describing all procedures coded STS-QHSE-03 Documented information list coded STS-QHSE-F15 is updated for all Policies, procedures, instructions and forms	Compliant
8.2	QHSE	Emergency plan is developed coded STS-QHSE-04 for all potential emergency situations including, Fire, earthquak. Its training for employees and mockdrills evaluation will be investigated in second stage.	Compliant
9.2	QHSE	Internal audit is planned and conducted in January 2025 resulted in 2 non conformities that will be investigated in second stage Internal audit Program is Documented coded STS-QHSE-F21 and internal audit report coded STS-QHSE-F25	Compliant
9.3	QHSE	Management review is conducted in 24 April 2025 resulted in 3 improvement opportunities that will be investigated in second stage Management Review results are Documented coded STS-QHSE-F28	Compliant

### Strength Point

NA

### Area for Improvement

The process of Evaluation of Compliance needs to be enhanced to define how to act in case of non compliance.

## Observation

The defined Risk assessment not clearly define the activities done by external contractors in details IA program need to be enhanced to consider changes.

## Minor NCR

NA

## Major NCR

NA

## Team Leader Recommendations

The Samara United has proven an adequate health and safety management system documentations that comply with ISO 45001:2018 requirements, so the organization is recommended for the second stage audit.

## Disclaimer Statement

The judgment of the management system is **based on the sample shown during the audit time.**

**Lead Auditor Name:**

Eman El Zarka

Signature