

## Case Study Document Instructions

If you are completing your assessment for the Diploma of Quality Auditing via the case study, you will need to download the core document pack that contains the core information about the case study company 'John Readings'.

1. Specific quality documents you will need for this unit include:

- John Readings Quality Manual,
- Internal Audit List,
- Quality Policy,
- CI Policy,
- John Readings Excellence Award,
- JR Internal Audit Report,
- TSG Transport - Quality Manual (TSG Transport ships goods from JR and has a long-standing transportation contract with the company).

**NOTE:** The case study company also has a full set of policies and procedures that can be accessed via request.

2. You will also need the 'Audit Candidate Profile' document that gives you five profiles from which to select your audit team members.