

Internal Audit Check list

INTERNAL AUDITS

Created:	17/May 1995	Audit No 17	VM3/COP13 VOP 13
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Audit Date	12/07/08	Auditor JSC	ISO 8.3

QUESTION:	RESPONSE:	Y/N
Verify that audits are performed independently of audit area.	M.D.	Y
Check that the audit programme shows every area of the system has been covered.	INTASYS	Y
Verify that checklists are used to conduct the audit.		Y
Check that sufficient objective evidence has been taken to ascertain conformance.		Y
Verify that both parties endorse the audit. ?	NOT REQUIRED Due to staff rotation	
Check that an audit report is produced that highlights agreed corrective actions.	ISSUES	Y
Check that these actions have followed up in a timely manner.	INTASYS 0 ISSUES	Y
Check that the audit database and matrix, is updated.	M.D. 0 CORRECTIONS	Y
Verify that an Audit review has been undertaken.		Y

