

# Internal Audit Check list

## INTERNAL AUDITS

Created:	17/May 1995	Audit No 17	VM3/COP13 VOP 13
Revised:	19 August 2009	Last printed 8/19/2009 04:12:47 PM	Page 1 of 1
Audit Date	20-8-9	Auditor <i>LM</i>	ISO 8.3

QUESTION:	RESPONSE:	Y/N
Verify that audits are performed independently of audit area.		Y
Check that the audit programme shows every area of the system has been covered.	* 1	
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.		Y
Check that an audit report is produced that highlights agreed corrective actions.	Intrastat Issues	Y
Check that these actions have followed up in a timely manner.		Y
Check that the audit database and matrix, is updated.	in process of	Y
Verify that an Audit review has been undertaken.		Y

\* 1  
Ongoing due to development of  
intrastats