# Internal Audit Check list

## VANDAGRAPH SENSOR TECHNOLOGIES LTD INTERNAL AUDITS

| Created: | 17/May 1995 | Audit No 17 | |
|---|---|---|---|
| | | | Page 1 of 2 |
| Audit Date 27/12/24 | | Auditor Helen Lamb michael Lamb | |

| Company / ISO Section | Criteria of ISO Section | Auditor Comments / Issues |
|---|---|---|
| VST Ltd ISO9001:2015 9.2.1 | The organization shall conduct internal audits at planned intervals to provide information on whether the quality management system: <br> a) conforms to: <br> 1) the organization's own requirements for its quality management system; <br> 2) the requirements of this International Standard; <br> b) is effectively implemented and maintained. | Route map Audit Calendar Doc index |

| | QUESTION: | RESPONSE: | Y/N |
|---|---|---|---|
| 1 | Review Last years Audit. Update processes if required. Are all follow on Issue resolved satisfactory. | Nothing outstanding. | Y |
| 2 | Verify that audits are performed independently of audit area. | | Y |
| 3 | Check that the audit programme shows every area of the system has been covered. Intrastats → ISO → Document index File Groups → Processes to Audits VOPs. | | Y |
| 4 | Verify that checklists are used to conduct the audit. | | Y |
| 5 | Verify that area processes have been updated for the current year and are on the bottom of each audits. | | Y |
| 6 | Check that sufficient objective evidence has been taken to ascertain conformance. | | Y |
| 7 | Check that an audit report issue is produced that highlights agreed corrective actions. | | Y |
| 8 | Check that these actions have followed up in a timely manner. | | Y |
| 9 | Check that the audit database and matrix, is updated. (route map to ISO standard, link to QC 17 Cross reference) | | Y |

| 10 | Verify that an Audit review has been undertaken. (Audit 21) | | |
|---|---|---|---|

**Sub Processes Linked to Audit 17**
Review the below processes tasks and audits and ensure they are completed in a timely manner.

## List Processes Per Title

Clone from Docid

### Managing Director

| Process Scope | Roll Task Roll Audit | Risk | Action | * | Notes |
|---|---|---|---|---|---|
| PROCESSID **7972** To Comply with Top Level Re-authorise the Current Audits for next 12 Months Cover the Agenda as Per VOP13 | Task: 1094 Managing Director 345110 ✓ Audit : | Freq 1 Risk 1 Overall 1 | Task 12M | | |

### Audits

| Process Scope | Roll Task Roll Audit | Risk | Action | * | Notes |
|---|---|---|---|---|---|
| PROCESSID **7728** To carry out Audit 17 Internal Audits Viamed | Task: 318369 Audit :11 ˟ Company _This Audit_ Secretary | Freq 1 Risk 2 Overall 2 | Audit 12M | | |
| PROCESSID **7776** To carry out Audit 17 Internal Audits VST | Task: 248377 ˅ Audit :191 Company _This Audit_ Secretary | Freq 1 Risk 2 Overall 2 | Audit 12M | | |

Rolling Tasks Linked to Document :Task (11) Task (191) Task (1094)