Vlamed XX 86241

Internal Audit Check list

		INTERNAL AUDITS		
Created:	17/May 1995	**Audit No 17**		VM3/COP13 VOP 13
Revised:	13 September 2011	Last printed 6/4/2006 10:42:00 AM		Page 1 of 1
Audit Date 31-17		Auditor Helen Long BSc Hons		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.	Under review through roles + responsibilities	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.	New System in development to have check sums in place	
Check that an audit report is produced that highlights agreed corrective actions.	Where needed Issues produced	Y
Check that these actions have followed up in a timely manner.	Issues	Y
Check that the audit database and matrix, is updated.	Also New System under Development	Y
Verify that an Audit review has been undertaken.	Audit 21 MD to do	Y

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