

VST # 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	3-1-17	Auditor	Hele, Com Bsc Hens ISO 8.3

<b>QUESTION:</b>	<b>RESPONSE:</b>	<b>Y/N</b>
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 and responsibilities	Y
Verify that checklists are used to conduct the audit.	attached to each issue.	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 checklists in place	Y
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 also updated.	New system under development	Y
Verify that an Audit review has been undertaken.	Audit 21 MD to do	