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| Procedure 120.3 **– AUDIT CHECKLIST**  **Organization**  Logo | |  | **QMP 9.1.3 Audit Checklist Form** | | | | |
| **Auditee:** | **Auditor:** | | | Page 1 of \_\_\_ | | |
| **Scope of Audit:** | **Date of Audit:** | | | **Audit Report No:** 001 - 2018-03-xx | | |
| **File the completed Audit Checklist with the corresponding Final Audit Report to Document Control** | | | | | | | |
| **Item No.** | Requirement | | | Reference | Finding / Comments | | Status |
| 1 | How does your organization perform document control? | | | QM or QMP ## |  | |  |
| 2 | Show how you check your work? | | | List the reference so that you can find it if you are challenged. |  | |  |
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