

Inspectors or Auditor -- Annual Evaluation		
Name :		
Date of evaluation:		
Person conducting the evaluation:		
1 = Inspector/Auditor competent to conduct audit independently. 2= Inspector/Auditor competent to conduct audit as a team member and not in the position as a Team Leader 3= Inspector/Auditor/person need improvements before continuing as auditor.		
Criteria	Compliance	Remarks
Results of internal witness /internal Audits		
Feedback from accreditation body audits		
Customer feedback		
Inspection/Audit report writing		
Completeness of audit packages		
Overall Quality of work and understanding of the Inspection /audit system		
Completion of minimum number of inspections/audits as per standard/ QMS requirements.		
Areas Needing Improvement		

Signature of the Evaluator.

Name of the Evaluator

Date :

Note: The Evaluator must possess requirements of qualified internal auditor .
 Organization can use either qualified external auditor or qualified person within the organization