

INTERNAL AUDIT REPORT

MANAGEMENT SYSTEM

QUALITY MANAGEMENT SYSTEM

CLIENT	ABC Company
ADDRESS	123 Rue de l'Innovation, Tunis, Tunisie
AUDIT PERIOD	March 15, 2025 - March 15, 2025
STANDARD	Not specified

REPORT TYPE:

■ Internal Audit Report

Report Date: 10.04.2025

Audit Manager: Ms. Zahia

# TABLE OF CONTENTS

- 1. Summary Evaluation
- 2. Audit Objective, Basis, and Scope
- 3. Internal Audit Approach
- 4. Compliance Evaluation Against the Standard
- 5. Positive Points / Improvement Potential
- 6. Conclusion
- 7. General Remarks

## 1. Summary Evaluation

Client	ABC Company
Audit Site	123 Rue de l'Innovation, Tunis, Tunisie
Auditor	Mr. Ahmed Ben Ali
Standard	Not specified
Audit Type	Internal Audit
Audit Period	March 15, 2025 - March 15, 2025
Audit Manager	Ms. Zahia
Audit Team	Mr. Karim Amri, Ms. Layla Saad, Mr. Semih Khalil

As part of an internal audit of the company ABC Company, located at 123 Rue de l'Innovation, Tunis, Tunisie, evidence has been provided that it has implemented and is improving a Quality Management System management system that is partially compliant with the standards mentioned above.

3 Non-conformities in various chapters of the standard have been identified and documented in this report.

10.04.2025

Date

Ms. Zahia

Audit Manager

## 2. Audit Objective, Basis, and Scope

The objective of the audit was to verify that the requirements of the standards related to the Quality Management System management system are met and that operational conditions are fulfilled.

The following documents served as the basis for the audit:

- Manual of the company's quality
- Quality management procedure
- Internal audit report from the previous year

### Scope of Application

The audit pertains to the site located at 123 Rue de l'Innovation, Tunis, Tunisie, for the activity Manufacturing of electronic products.

Included Processes:

- Human Resources Management
- Quality Control
- Production
- Logistics and Stock Management
- Quality Management System

### 3. Internal Audit Approach

The audit was conducted through sampling, verifying process compliance through interviews and document review.

### 4. Compliance Evaluation Against the Standard

Process	Requirement	Comment	Evaluation
Human Resources Management	Training deadlines	Slight gaps in respect of training deadlines for some employees.	Not specified
Quality Control	Quality control criteria	Gaps have been observed regarding the quality control criteria, requiring immediate corrective actions.	Not specified
Stock Management	Follow-up of stock categories	Adjustments must be made to improve the follow-up of certain stock categories.	Not specified

## 5. Positive Points / Improvement Potential

### Positive Points:

- Human resources management procedures are well documented and followed, ensuring consistent management of talents.
- Quality control in production shows conformity and guarantees conformity of products to specific standards.
- The quality management system is well structured and has been effectively implemented.

### Improvement Potential:

- Implement a clear and followed training plan to ensure that all employees follow necessary training within deadlines.
- Strengthen quality control after production to avoid major non-conformity.
- Improve the follow-up of stocks to guarantee perfect traceability of products and avoid any confusion.

## 6. Conclusion

No elements were identified during the audit that could challenge the following statements.

The audit objectives have been achieved.

The auditor identified 3 non-conformities across several chapters of the standards.

Compliance with the requirements of the standard Not specified has been verified and confirmed.

## 7. General Remarks

Although non-conformity has been detected, the company has shown good progress in terms of quality and conformity management. The proposed corrective actions will reinforce these processes and further improve conformity in the future.

End of report.