|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No. Organisasi** | **Jenis Audit** | | | | | | | **No. Audit** | | |
|  | Baru | | |  | |  | |  | | |
|  | | | | | | | | |  |
| Nama Organisasi | : djkasj | | | | | | | |  |
| Alamat | : dsad | | | | | | | |  |
| Tanggal Audit | : 2021-02-12 11:25:00 s/d 2021-02-14 12:30:00 | | | | | | | |  |
| Tujuan Audit | : po | | | | | | | |  |
| Standar | : lofdsjk | | | | | | | |  |
| Lingkup Audit | : mfsdk | | | | | | | |  |
| Lokasi Audit | 1. mfds | | | | | | | |  |
|  | 1. mkfds | | | | | | | |  |
| Tim Audit | 1. mfkdsm (XX) | | | | *(KTA/Auditor/Observer/TA/PPC)\** | | | |  |
|  | 1. mf,ds (YY) | | | | *(KTA/Auditor/Observer/TA/PPC)\** | | | |  |
|  | 1. fds (ZZ) | | | | *(KTA/Auditor/Observer/TA/PPC)\** | | | |  |
|  | | | | | | | | |  |
| Dokumen | * Manual * Prosedur * Instruksi Kerja * Rekamanan | | | | | | | |  |
| Fasilitas | * Ruangan untuk *opening & closing meeting* & pembuatan laporan * Personil terkait * Fasilitas lainnya | | | | | | | |  |
| Distribusi Laporan | 1. Pelaku Usaha 2. BPJPH 3. MUI 4. Tim Audit (copy) | | | | | | | |  |
|  | | | | | | | | |  |
| Ketua Tim Audit | | | | | | | | |
| ……...…………………………… | |  | …………….…………………… | |  | | ……….…………………………… | |
| *(nama)* | |  | *(tanda tangan)* | |  | | *(tanggal)* | |

**Rincian Rencana Audit**

**(Audit Tahap II)**

|  |  |  |
| --- | --- | --- |
| **Tanggal/Waktu** | **Fungsi/ Area / Departmen /Aktivitas** | **Personil** |
| ***Selasa, 1/12/2021***  *07.00 - 09.00* | ***Opening***  *Pembukaan Doa* | *Hamdan* |