



AUDIT CHECKLIST

Date of Audit: March 27, 2025 **IAR No:** AP-2025-1IQA-AC-1

Department / Process Area: Same Process

Document Reference / ISO Clause: awit gamer

Auditor: Foster Feeney Lueilwitz **Auditee** _____

AUDIT TRAIL	Comply (Y/N)	AUDIT FINDINGS/NOTES/REMARKS (evidence)
Sample Clause 1	YES	Kani ako nakita sa puki ng inang gago nani
Sample Clause 2	YES	awit mani oiaasdasd

****Reminder:** This checklist is just a guide, you are free (and encouraged) to add more questions as you conduct the actual audit.

****Note to the auditor:** Please ensure to check status of open corrective/preventive actions from previous internal audit(s). You have the option to close-out the open item if you find that the action(s) taken have been implemented or are effective already.

****Check the following:**

The procedure is followed.

The forms are completely filled.

The records have complete signatures of concerned personnel.

The filing of records generated

Prepared by:	Reviewed by:	Date:
<u>Foster Feeney Lueilwitz</u>	_____	<u>March 27, 2025</u>