



Form No.	FM-DNSC-IQA-04
Issue Status	06
Revision No.	08
Effective Date:	02 January 2025
Approved By	President

Internal Audit Report

Date of Audit: May 08, 2025
 IAR No: AR-2027-02-08-1

Department / Process Area: Library Process

Document Reference / ISO Clause: ISO CLAUSES

Auditor: Leonidas Davinci, Rickey Gulgowski, Foster Lueilwitz
 Auditee: Stacey Skiles

A. Verify the Effectiveness of the Process		
Review the applicable procedure(s) for this process and answer the questions below.		
Questions	Y/N (or N/A)	Evidence or Notes Sheet Ref.#, ISO Clauses
Are the procedure steps accurate and complete as compared to true practice?	Yes	asd
Are there sufficient check steps (inspections, tests, reviews, approvals, sign-offs, etc.) that ensure the process outputs meet requirements before passing onto the next process?	Yes	asd
Does the process appear to adequately meet the requirements of ISO 9001 and its documentation?	Yes	asd
Does the process appear to adequately meet all customer or regulatory requirements?	Yes	asd
Are the quality objectives or targets identified in the process met?	Yes	asd

B. Summarize Findings for CAR Form System
 Based on the findings and nonconformities you have recorded in the previous sections, summarize the necessary actions needed For type, choose one of the following:
 C = Corrective action needed (existing noncompliance)
 OFI = Opportunity for Improvement

OFI (Improvement):

OFI (Possible Non-conformance in the Future)



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CAR FORM #	Describe finding as you want it to appear in the CAR Form System	Type (Major / Minor)
	Requirements Findings Evidence/s	

C. POSITIVE FINDING. Summary of positive findings during the conduct of audit. This may also include any possible suggested enhancement for improvement that was not included in the OFI.

D. Review Audit Report and Submit All auditors on the audit team must submit their audit reports for summary and review by the Lead Auditor. Lead Auditor: review the completeness of this report prior to submitting it to the QMC. Be sure findings show objective evidence, that everything is written clearly, and that all checklist questions are answered.

Audit Report prepared by:

LEONIDAS DAVINCI, RICKEY GULGOWSKI, FOSTER LUEILWITZ
 Internal Auditor / Date

Audit Report Conformed by:

STACEY SKILES
 Process Owner(s) / Date

Audit Report reviewed by:

LEANNE HESSEL LEBSACK
 Internal Lead Auditor/Team Leader/Date