



Form No.	FM-DNSC-IQA-03
Issue Status	05
Revision No.	05
Effective Date:	02 January 2025
Approved By	President

AUDIT CHECKLIST

Date of Audit: April 27, 2025

IAR No: AC-2024-02-08-1

Department / Process Area: Clinic Process

Document Reference / ISO Clause: Sample

Auditor: Leonidas M DavinciAuditee: Stacey Skiles, Annabell Brekke

AUDIT TRAIL	Comply (Y/N)	AUDIT FINDINGS/NOTES/REMARKS (evidence)
Clause 4.1 Understanding the org and its context low does DNSC normally identify its internal and external issues? Ask to see Strat. Plan 5 yr, or latest; SWOT analysis Q. What are the basis for identifying issues in the SWOT		
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**\*\*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

<b>Prepared by:</b>  LEONIDAS M DAVINCI	<b>Reviewed by:</b>  LEANNE HESSEL LEBSACK	<b>Date:</b>  April 27, 2025
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