KVQA LOGOUT

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Doc. No: KAF-02

Form: 2023.01

Contract Review Report

Organization

Quotation No.

Address

Application:

☐ Initial Audit ☐ Renewal Audit

Contract No

Size
Small

Audit Shift

KVQA

Effective No. of Employees

In Case of Remote Audit: Has the ICT tool been discussed and agreed with the client? If Yes, explain

INCASE OF MULTISITES

	Central site	Sample site 1	Sample site 2	Sample site 3	Sample site 4	Continue the progression
No of employees	e.g					
No. of man-days to be planned	e.g					
Reason For Audit Shift						

Audit Standards:

☐ ISO 9001:2015 ☐ ISO 14001:2015 ☐ ISO 45001:2018 ☐ ISO 27001:2022

☐ ISO 20000-1:2018

IAF Code

Complexity

KVQA

Audit Scope

On-site Type:

☐ Multi-site ☐ Single Site ☐ Temporary Site

Audit Type

Lead Auditor

Auditor

Expert (if any)

Tentative Audit Schedule

Stage 1 Audit Date
mm/dd/yyyy

Any Other Audit Date
mm/dd/yyyy

Stage 2 Audit Date
mm/dd/yyyy

Doc Audit

KVQA

Fee

pre-Audit
Days:

0

Fee

0

On-site audit
Days:

Fee

Total Fee

0

Calculation (Total number of md(s))

KVQA

Signature

Date
mm/dd/yyyy

Table for QMS	Total	Select	Recertification on audit	Surv. Days	Additional Comments if any	Reason for Reduction	R fo In
1-5	1.5	☐		1 ☐			
6-10	2	☐		1 ☐			
11-15	2.5	☐		1.5 ☐			
16-25	3	☐		2 ☐			
26-45	4	☐		2 ☐			
46-65	5	☐		2.5 ☐			
66-85	6	☐		3 ☐			
86-125	7	☐		3 ☐			
126-175	8	☐		3.5 ☐			
176-275	9	☐		4 ☐			
276-425	10	☐		4			

KVQA

				☐			
426-625	11	☐		4.5 ☐			

SUBMIT