|  | | **KEMENTERIAN PENDIDIKAN TINGGI, SAINS, DAN TEKNOLOGI**  **Institut Teknologi Kalimantan**  Pusat Penjaminan Mutu | | | | | **Nomor Formulir** | | ${document\_code} |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Tanggal Pembuatan** | |  |
| **Tanggal Revisi** | |  |
| **Tanggal Efektif** | |  |
| **Nama Formulir** | | Laporan Audit Mutu Internal |
| **LAPORAN AUDIT MUTU INTERNAL UNIT**  **${unit}** | | | | | | | | | |
| **A. Identifikasi** | | | | | | | | | |
| **Audite** | | | | | | **Auditor** | | | |
| **${auditee\_position}** | | **${auditee\_name}**  ${auditee\_contact} | | | | **${auditor\_position}** | | **${auditor\_name}**  ${auditor\_contact} | |
| **B. Hasil Audit Mutu Internal** | | | | | | | | | |
| **No** | **Data dan Informasi** | | | | | **Nilai Capaian** | | | |
|  | **Data Umum** | | | | |  | | | |
| 1. | Nilai Ketercapaian Standar Unit | | | | | ${achievements} | | | |
| 2. | Jumlah Temuan | | | | | ${findings} indikator | | | |
|  | **Rekapitulasi Persen Capaian Unit** | | | | |  | | | |
| ${counter}. | Persen Capaian ${recap} | | | | | ${percentage} | | | |
| **C. Ketepatan Jadwal Audit Mutu Internal** | | | | | | | | | |
| **No.** | **Tahap** | | | **PIC** | **Tanggal** | | | | **Keterangan** |
| 1. | Pengisian Instrumen | | | Audite | ${submission\_time} | | | | ${submission\_info} |
| 2. | Penilaian Instrumen | | | Auditor | ${assessment\_time} | | | | ${assessment\_info} |
| 3. | Pengisian Feedback | | | Audite | ${feedback\_time} | | | | ${feedback\_info} |
| 4. | Verifikasi Lapangan | | | Auditor | ${validation\_time} | | | | ${validation\_info} |
| 5. | Rapat Tinjauan Manajemen Unit | | | Audite | ${meeting\_time} | | | | ${meeting\_info} |
| 6. | Pengisian Rencana Tindak Lanjut | | | Audite | ${planning\_time} | | | | ${planning\_info} |
| **D. Daftar Temuan** | | | | | | | | | |
| **Kategori** | **Kode** | | **Indikator** | | **Rencana Tindak Lanjut** | | | | |
| **${category}** | ${indicator\_code} | | ${indicator\_assessment} | | ${plan} | | | | |
| **E. Rincian Data Capaian Standar Unit** | | | | | | | | | |
| **Kategori** | **Standar Unit** | | | | | **Ketercapaian** | | | |
| **${category}** | ${competency} | | | | | ${status} | | | |
| **F. OTORISASI** | | | | | | | | | |
| Balikpapan, ${today} | | | | | | | | | |
| **Pimpinan Audite** | | | | | | **Ketua Auditor** | | | |
| ${chief\_name}  NIP/NIPH. ${chief\_username} | | | | | | ${leader\_name}  NIP/NIPH. ${leader\_username} | | | |