|  |  |  |
| --- | --- | --- |
| Kementerian Pendidikan,  Kebudayaan, Riset dan Teknologi  Institut Teknologi Kalimantan  Pusat Penjaminan Mutu | Nomor Formulir | 183.008/IT10.II.6/OT.07/2021 |
| Tgl Pembuatan | 1 Agustus 2021 … |
| Tgl Revisi | … |
| Tgl Efektif | … |
| Nama Formulir | Laporan Audit Mutu Internal |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| LAPORAN AUDIT MUTU INTERNAL  ${unit} | | | | | | | |
| A. IDENTITAS | | | | | | | |
| Auditee | | | Auditor | | | | |
| ${auditee\_position} | | ${auditee\_name}  ${auditee\_contact} | ${auditor\_position} | | | ${auditor\_name}  ${auditor\_contact} | |
| B. PERSENTASE CAPAIAN STANDAR | | | | | | | |
|  | | | | ${chart} | | | |
| C. KETEPATAN JADWAL AMI | | | | | | | |
| No. | Jadwal AMI | | | | | | Keterangan\* |
| 1. | Sosialisasi AMI ke Auditee … | | | | | | … |
| 2. | Kick-off AMI … | | | | | | … |
| 3. | Pengisian Instrumen AMI oleh Auditee … | | | | | | … |
| 4. | Evaluasi Dokumen … | | | | | | … |
| 5. | Verifikasi Lapangan (Auditor – Auditee) … | | | | | | … |
| 6. | Penyusunan Laporan Audit oleh Auditor … | | | | | | … |
| 7. | Pengisian Formulir Tindak Lanjut … | | | | | | … |
| 8. | Penetapan Hasil AMI … | | | | | | … |
| 9. | Rapat Tinjauan Manajemen Auditee … | | | | | | … |
| 10. | Rapat Tinjauan Manajemen Institut … | | | | | | … |
| \* Jawab dengan “Tepat Waktu” atau “Tidak Tepat Waktu” sesuai dengan jawaban yang diberikan oleh auditee … | | | | | | | |
| D. CAPAIAN AUDITEE | | | | | | | |
| No. | Kompetensi | | | | Indikator | | Capaian |
| ${i} | ${competency\_statement} | | | | ${indicator\_code} | | ${verification\_status} |
| E. OTORISASI | | | | | | | |
| Balikpapan, 19 November 2024 … | | | | | | | |
| Pimpinan Auditee | | | | Ketua Auditor | | | |
| ${pimpinan\_name}  NIP/NIPH. ${pimpinan\_username} | | | | ${ketua\_name}  NIP/NIPH. ${ketua\_username} | | | |