

# Internal Audit Finding

<b>1.</b>	Audit No. _____ Audit Record No. <u>2</u> Date Of Audit _____ Area/Location Audited _____ Area Responsibility _____ Audit Status <input type="radio"/> Planned <input type="radio"/> Open <input type="radio"/> Closed	Audit Type _____ Senior Auditor _____ Auditor _____ Audited Standard _____ Audited Para(s) _____								
<b>2.</b>	Nonconformity? <input type="radio"/> No <input type="radio"/> Yes      Type <input type="radio"/> Minor <input type="radio"/> Major Violation Type <input type="radio"/> System (ISO) <input type="radio"/> Procedure (Internal) Comments or Nonconformity Description & Evidence _____									
		Procedure _____ Quality Manual _____ Section _____ Paragraph _____ Other _____ CA Responsibility _____								
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 20%;">Recurrence?</th> <th>Recurrence Description &amp; Comments</th> </tr> <tr> <td><input type="radio"/> No</td> <td>.....</td> </tr> <tr> <td><input type="radio"/> Yes</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> </tr> </table>	Recurrence?	Recurrence Description & Comments	<input type="radio"/> No	.....	<input type="radio"/> Yes	.....		.....
Recurrence?	Recurrence Description & Comments									
<input type="radio"/> No	.....									
<input type="radio"/> Yes	.....									
	.....									
<b>3.</b>	Immediate Response _____ _____ _____	Area Responsibility Initials _____								
<b>4.</b>	Containment & Interim (Short Term) Corrective Action _____ _____ _____	Responsibility Initials _____ Date _____								
<b>5.</b>	Final (Long Term) Corrective Action _____ _____ _____	Responsibility Initials _____ Implementation Date _____								
<b>6.</b>	Follow-Up (Verification of Effectiveness) Comments _____ _____ _____	Date _____								
	Follow-Up By _____									

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