|  |  |  |
| --- | --- | --- |
| A 1. | Do the procedures provide for a comprehensive system of planned and documented internal quality audits to verify the effectiveness of the quality system? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 2 | a. Are audits being scheduled and performed on the basis of the status and importance of the activity being audited? | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | b. Are audits added to the established schedule when warranted or required? | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | c. Are the audits performed by personnel independent of the area being audited? | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | d. Are personnel performing audits properly trained and qualified? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 3. | Is there a planned audit schedule available showing the schedule of audits over a reasonable period of time (1 year)? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 4 | a. Do the audit records indicate whether quality activities comply with and address the effectiveness of the quality system? | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | b. Are audit results brought to the attention of personnel having responsibilities in the areas audited? | \_\_\_Yes \_\_\_No \_\_\_N/A |

|  |  |  |
| --- | --- | --- |
|  | c. Are audit results brought to the attention of senior management for action when required? | \_\_\_Yes \_\_\_No \_\_\_N/A |
| A 5 | a. Do the procedures require management to take timely corrective action for areas found deficient? | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | b. Do procedures provide for follow-up actions to ensure corrective actions and properly implemented and effective in precluding recurrence? | \_\_\_Yes \_\_\_No \_\_\_N/A |
|  | c. Verify audits and follow-up corrective actions are performed in accordance with documented procedures by reviewing completed audits and corrective actions.  Record Sample size: | \_\_\_Sat \_\_\_Unsat |
| A 6. | Are internal audits conducted of off-site and weekend activities? | \_\_\_Yes \_\_\_No \_\_\_N/A |

Additional Comments/Concerns: