

XXI INTERNAL QUALITY AUDITS (ISO 4.17)

		Yes	No	N/A
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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	2a. Are audits being scheduled and performed on the basis of the status and importance of the activity being audited?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	2b. Are audits added to the established schedule when warranted or required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	2c. Are the audits performed by personnel independent of the area being audited?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	2d. Are personnel performing audits properly trained and qualified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	3. Is there a planned audit schedule available showing the schedule of audits over a reasonable period of time (1 year)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	4a. Do the audit records indicate whether quality activities comply with and address the effectiveness of the quality system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	4b. Are audit results brought to the attention of personnel having responsibilities in the areas audited?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	4c. Are audit results brought to the attention of senior management for action when required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	5a. Do the procedures require management to take timely corrective action for areas found deficient?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A	5b. Do procedures provide for follow-up actions to ensure corrective actions and properly implemented and effective in precluding recurrence?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A **5c. 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