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Internal Production / QA Audit

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ies. All rights reserved. E.O. Number - Description Letter Date Contract#: Your Co Name **Internal Audit** (Your #) 1 of 6 Form Rev: Orig

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| Your Co Name | REV | CAGE | DOC#: | | 2 of 6 |
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1.0 PURPOSE

Establish the methods and responsibilities for auditing internal production and quality control operations.



- 2.1 The internal audit shall be conducted once each calendar quarter.
- 2.2 The internal audit team shall consist of
- All audit operations shall be recorded on
- 2.4
- 2.5 If at any time an audit team finds an area out of specification control, they shall

3.0 AREAS OF AUDIT

3.1 The following areas represent the minimum that audits shall be performed:



- 3.2 Raw Material Control Stock Control
- Raw material certification file is complete, check last 5 orders.

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| | Orig | | | (Your #) | |

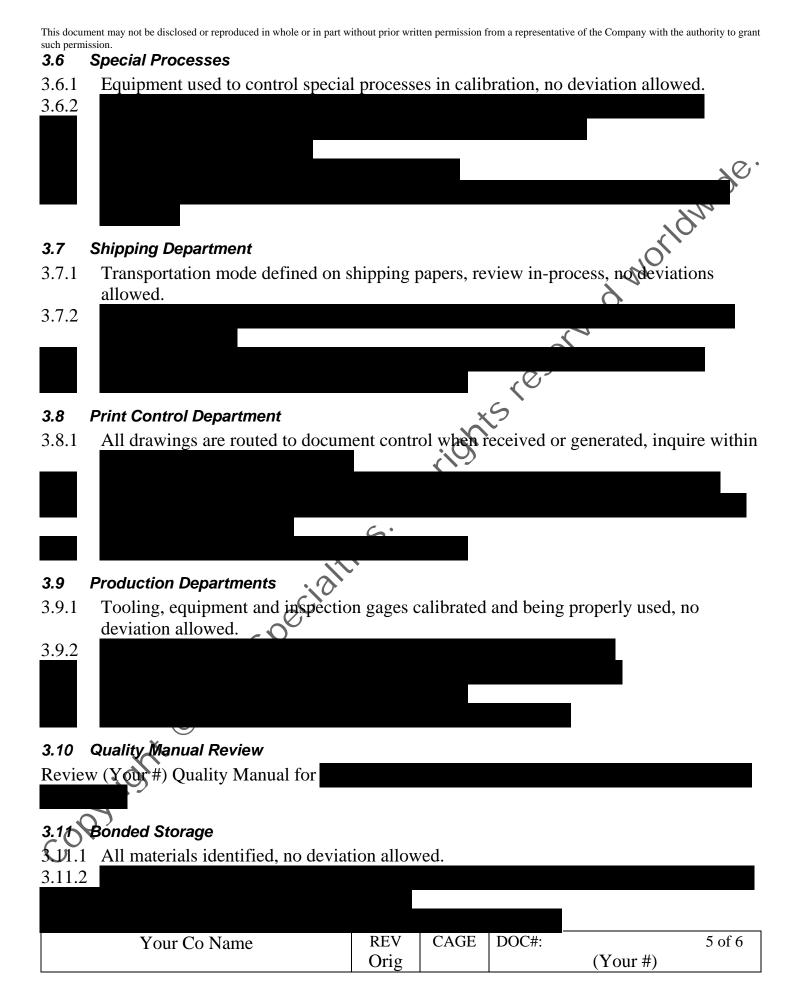
3.2.4 Raw material is properly stored - 1st in/1st out, no deviation allowed.

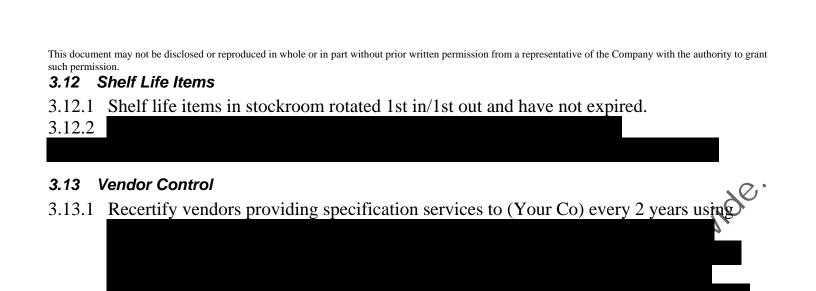
3.3 Receiving Inspection



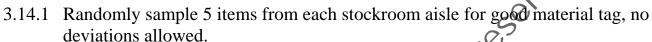
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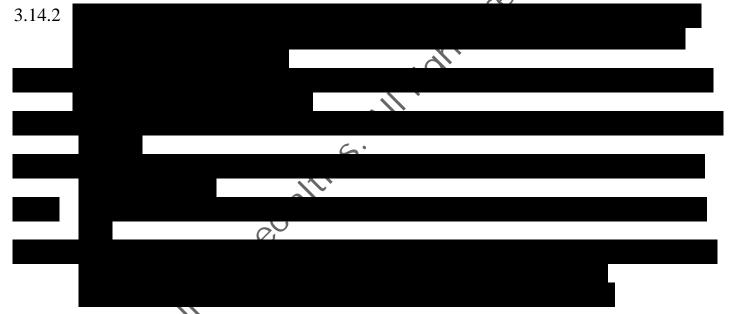
| Your Co Name | REV | CAGE | DOC#: | 4 of 6 |
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| | Orig | | (Your #) | |











3.15 Lab Inspection

3.15.1 Perform procedural audit of (Your #) that is in-process on the day of audit and schedule

4.0 WORKMANSHIP

Adherence is mandatory to applicable federal, state, local and environmental, health and safety requirements.

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| Number | Description | Start | End | Nature of Finding | Corrective Action |
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