

Your Logo

# INTERNAL AUDIT REPORT

## - STEP ONE:

<b>Process to Audit (Audit Scope): SHIPPING</b>	
<b>Audit Date(s):</b>	<b>Lead Auditor:</b>
<b>Audit #:</b>	<b>Other Auditor(s) on Team:</b>
<b>Applicable Clauses of AS9100 Standard:</b>	
8.5.2 Identification & Traceability 8.5.4 Preservation 8.7 Control of Nonconforming Outputs	<b>List Inputs to the process:</b> <div></div>
<b>Applicable Sections of </b>	
<b>Process Owner:</b>	

<b>List any other applicable documents, if any:</b>	

**- STEP TWO:**

Read the applicable sections of the Company documents, including		
In general, does the Company		
Review any customer requirements that may be applicable to this process. (If there are none, enter "N/A" in the middle column.) In general, does the Company		
Review any statutory or regulatory requirements that may be applicable to this process. (If there are none, enter "N/A" in the middle column.) In general, does the Company		

Indicate

**- STEP THREE:**

Compare the requirements of			
Clause 8.5.1			
Clause 8.5.5			
Clause 8.5.2			
Clause 8.5.2			
Clause 8.5.4			
Clause 8.7			
Clause 8.7			
Clause 8.7			
Clause 8.7			
Clause 8.7			
Clause 8.7			
Clause 8.7			
Clause 8.7			
Clause 8.7			

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Compare the requirements of ISO 9001 and AS9100, the QMS Manual and other documentation against what employees are actually doing in everyday practice.			
Requirement Reference	Question	Y/N or n/a	Evidence or Notes Sheet Ref. #
Clause 8.7			
Clause 8.7			
Clause 8.7	Unless otherwise restricted in the contract, is it		
Clause 8.7			
Clause 8.7			
Clause 8.7			
Clause 8.7			

Review previous audits for			

## - STEP FOUR:

[illegible]

## STEP FIVE:

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[REDACTED]	
<input type="checkbox"/>	<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]
<input type="checkbox"/>	<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]
<input type="checkbox"/>	<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]
<input type="checkbox"/>	<input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED] <input type="checkbox"/> [REDACTED]

*All auditors on the audit team must*

Lead Auditor: review the completeness of this report prior to

Signature of Lead Auditor

Date \_\_\_\_\_

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**STEP SEVEN:**

[REDACTED]

[REDACTED]

☒ [REDACTED]

☐ [REDACTED]

☐ [REDACTED]

☐ [REDACTED]

☐ [REDACTED]

☐ [REDACTED]

☐ [REDACTED]

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☐ [REDACTED]

☐ [REDACTED]

☐ [REDACTED]

☐ [REDACTED] \_\_\_\_\_

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NOTES PAGE

Note #	Notes, evidence, findings, comments, etc.

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