<table>
<thead>
<tr>
<th>Clause No</th>
<th>Corrective Action</th>
<th>Root Cause</th>
<th>Status</th>
<th>Evidence</th>
<th>Check Points</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Process: SYSTEM</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Auditee**

**Sign**

**Author**

1. **Disposal?**
   - How the system related wastes are handled?
   - How the system related backups are recorded?
   - How the system related problems are attended and how verification details attended and how verification details recorded?

2. **Training plan exist for system?**
   - Does a training plan exist for system?

3. **Disposed of?**
   - How the system related wastes are handled?

4. **No**
   - **S** = Conformance, **O1** = Opportunity for Improvement, **NC** = No Conformance

**Date:**

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**INTERNAL AUDIT CHECKLIST**