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Font: Segoe UI, 11, Bold, Italic, Underline, Color, Background Color, Paragraph: Wrap Text, Merge & Center, Alignment: Left, Center, Right, Indent, Decrease Indent, Increase Indent, Number: General, Percentage, Decimals, Thousands Separator, Conditional Formatting, Table

Styles: Normal 14, Normal 14 10, Normal 14 2, Normal 14 2 2, Normal, Bad

Cells: Insert, Delete, Format, Fill, Clear

Editing: Sort & Filter, Filter, Select

A2 1. The standards have no requirement to audit all processes every year. Based on risk, critical processes should be audited every year. Forecast audits with an 'X' in the cells.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	10-Year Internal Audit Programme																		
	1. The standards have no requirement to audit all processes every year. Based on risk, critical processes should be audited every year. Forecast audits with an 'X' in the cells.																		
	2. Begin programming your internal audits using the next worksheet.																		
	3. Using the Process Audit Checklist, audit just the clauses that are relevant to each process at the frequency shown below.																		
2																			
3																			
4	Process Name	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028							
5	Management System & Processes	X	X	X	X	X	X	X	X	X	X	X							
6	Business Planning		X		X		X		X		X								
7	Sales & Marketing	X		X		X		X		X		X							
8	QEHS Management	X	X	X	X	X	X	X	X	X	X	X							
9	Business Review & Improvement		X		X		X		X		X								
10	Operational Planning	X	X	X	X	X	X	X	X	X	X	X							
11	Order/Quote Fulfillment		X		X		X		X		X								
12	Design & Development	X		X		X		X		X		X							
13	Production/Manufacturing	X	X	X	X	X	X	X	X	X	X	X							
14	Procurement & Supply	X	X	X	X	X	X	X	X	X	X	X							
15	Inspection & Calibration (QC)	X	X	X	X	X	X	X	X	X	X	X							
16	Storage, Packing & Shipping	X	X	X	X	X	X	X	X	X	X	X							
17	Facilities & Maintenance		X		X		X		X		X								
18	Corrective Action	X	X	X	X	X	X	X	X	X	X	X							
19	Internal Audit	X	X	X	X	X	X	X	X	X	X	X							

