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Checklis Audit Internal

Bagian: _____ Tanggal: _____
 Auditor: _____ Auditee: _____

No	Persyaratan (Klasifikasi proses, IP, dll)	Kriteria Audit	Status		Auditor Comment
			OK	Tidak OK	
1.	4.1 General Requirements	Has the organization determined its processes to ensure its products meet customer and applicable regulatory requirements including subcontracting (subcontract) of any processes? (processes include management, resources, product realization, measurement, analysis and improvement)? Does the organization manage (measure, monitor where applicable, & analyze) its processes to ensure its products conform to customer requirements? Does the organization implement actions necessary to achieve planned results and continual improvement of their processes? Does the organization ensure the availability of resources and information necessary to support the operation and monitoring of their processes? Are the type and extent of control to be applied to these outsourced processes defined within the quality management system?			

NOTE: 1. Documented processes, procedures, & methods are documented.
 2. The auditor will score according with all requirements of the standard as per criteria as documented.

Checklis Audit Internal

No	Persyaratan (Klasifikasi proses)	Kriteria Audit	Status		Auditor Comment
			OK	Tidak OK	
NOTE: An "outsourced process" is a process that the organization needs for its quality management system and which the organization chooses to have performed by an external party. NOTE: Ensuring control over outsourced processes does not absolve the organization of the responsibility of conformity to all customer, statutory and regulatory requirements. The type and extent of control to be applied to the outsourced process can be influenced by factors such as: a) the potential impact of the outsourced process on the organization's capability to provide product that conforms to requirements; b) the degree to which the control for the process is shared; c) the capability of achieving the necessary control through the application of clause 7.4.					
2.	4.2.1 General Documentation Requirement	Does the quality management system documentation include: a) Documented statements of a quality policy and quality objectives? b) A quality manual? c) Documented procedures and records required by this international standard? d) Documents, including records determined by the organization to be necessary to ensure the effective planning, operation and control of its processes?			
NOTE: A single document may address the requirements for one or more procedures. A requirement for a documented procedure may be covered by more than one document. NOTE: The decision to develop a procedure can differ from one organization to another based on such factors as size and type of organization, complexity and interaction of processes, and competence of personnel involved in performing the work. NOTE: The documentation can be in any form or type of medium.					

ISO/IEC 17025:2017 LABORATORY ACCREDITATION FOR CALIBRATION DOCUMENT KIT

Complete editable document kit (Manual, Procedures, Exhibits, Work Instructions, SOPs, Formats, audit checklist etc.)

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Under this directory further files are made in word document as per the details listed below. All the documents are related to laboratory accreditation for calibration for and user can edit it in line with their own processes.

1. Quality Manual:

It covers sample copy of manual and clause wise details for how laboratory accreditation systems are implemented. It covers sample copy quality manual.

[Manual Index](#)

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3	Control and distribution	00	13 – 14	-----
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Resource requirements				
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Internal Audit Schedule Example

	May	June	July	August
Management				
Purchasing				
Product Engineering				
New Product Dev				
Quality Assurance				
Inspection Lab				
Calibration Lab				
Auto				
Roll Test				
Wire Harness				
Weld Area				
Weld Frame				
Press				
Machine				
Tool & Fender				
Chrome				
Paint				
FLC Assembly				
FLC Assembly				
XL Assembly				
Assembly Lab				
Human Resources				
Maintenance				
Shipping/Receiving				
PSA				
MIS				

I = Planned - Supervisor
 M = Planned - Internal Auditors Monitor
 P = Planned - Internal Auditors Plan and Execute
 N = Audit Executed - No Non-conformances
 O = Audit Executed - Open Non-conformances
 C = Audit Executed - Nonconformances Closed

NOTE: T audits from June 22 July
 M audits from 22 July through August
 P audits from August 22 onward

EMS INITIAL ENVIRONMENTAL FACILITY REVIEW

This initial analysis should be performed at any initial stage of development of your Environmental Management System (EMS) or can be used as ANNUAL IN-PROCESS REVIEW. This analysis will help to determine all the applicable REGULATORY REQUIREMENTS, ENVIRONMENTAL ASPECTS, INTERESTED PARTIES, CONTEXT OF THE ORGANIZATION and many factors for your organization. If you are new to Internal Auditing, this is a good first orientation start for the site you suppose to audit.

1. Our Site

Checklist for determining our Site in regards to relevant Environmental factors	YES / NO or N/A	OBSERVATIONS
Site History		
Are you aware of any previous site activities before you occupied this facility/plant? (Dates/Periods)		
Has an environmental risks survey of the site and activities for insurance purposes been carried out?		
Buildings / Landscape		
How do you ensure that your buildings and service facilities/plant is properly operated and maintained for environmental purposes?		
Do you use fossil fuels (including oil), and are you considering reducing or changing from these?		
Is your energy consumption using the most environmentally friendly option?		

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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Download Diagram | PDF This diagram presents the basic steps in the ISO 17025 risks management process, beginning to define how to evaluate and treat risks, and end with the identification of actions to reduce risk. The laboratory must maintain records of calibrated elements or tests. Make sure that the results of the audit, the changes in the processes and laboratories and the competences of the employees are well documented. It contains the 5 main sections of the requirements of the Standard: General, Structural, Resource, Processes and Management Systems. Download, try searching with different keywords, this article will briefly discuss the following: What is an ISO 17025 checklist? SR 2430, supplementary accreditation requirements: ILAC G7 Equitation Laboratories define supplementary requirements for accredited Horse Laboratories to ISO / IEC 17025. SR 2414, Supplementary accreditation requirements: DAGCAP defines supplementary requirements for laboratory accreditation to requirements of the Advanced Geophysical Accreditation Program of DOD (DAGCAP). PR 2305, the delays caused à €

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