

## ISO 17025 2005 : Internal Audit Plan 2011

Process	ISO 17025 Reference	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Corrective & Preventative Action	4.11 & 4.12	■											
Customer Complaints & Non-conforming Work	4.8 & 4.9		■										
Control of Records & Documents	4.13 & 4.3			■									
Environment & Accomodation	5.3			■									
Calibration Methods & Validation	5.4				■								
Equipment & Traceability	5.5 & 5.6					■							
Contract Review	4.4					■							
Training , Staff , Technical & Internal audits	4.14 & 5.2						■						
Management Review & Improvements	4.10 & 4.15							■					
Sub Contracting of Calibrations	4.5								■				
Purchasing of Services & Supplies	4.6									■			
Handling of Items	5.8										■		
Organisation	4.1											■	
Reporting of Results , Certificates & Test Reports	4.14 & 5.10											■	
Improvements	4.10												■
Quality of Calibration Results & QC Checks	5.9												■

	<div style="display: flex; flex-direction: column; align-items: center; gap: 10px;"> <div style="display: flex; align-items: center; gap: 5px;"> <span style="width: 15px; height: 15px; background-color: red; border: 1px solid black;"></span> MONTH PLANNED         </div> <div style="display: flex; align-items: center; gap: 5px;"> <span style="width: 15px; height: 15px; background-color: green; border: 1px solid black;"></span> MONTH COMPLETED &amp; REPORT NUMBER         </div> </div>
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