

ISO 9001 Audit Checklist Template

Organization:

Audit Date:

Auditor:

Department/Area:

Process/Activity:

Standard Version:

Audit Checklist

Clause	Requirement	Conformance (Yes/No/N/A)	Objective Evidence	Notes / Actions
4.1	Understanding the organization and its context			
4.2	Understanding the needs and expectations of interested parties			
5.1	Leadership and commitment			
6.1	Actions to address risks and opportunities			
7.1	Resources			
7.2	Competence			
7.5	Documented information			
8.1	Operational planning and control			
9.1	Monitoring, measurement, analysis and evaluation			
10.2	Nonconformity and corrective action			

Observations / Comments

Auditor Signature:		Date:	
Reviewed by:		Date:	