|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| OEC Records Management Company Pvt Ltd | | | | | | | | | | | |
| Internal Quality Audit Plan for the Year \_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | |
| Area/Location | **Auditee** | **Audit Month (P/A)** | | | | | | | | | **Remarks** |
| Auditor | P | A | Auditor | P | A | Auditor | P | A |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| P = Planned Date A = Actual DateManagement Representative | | | | | | | | | | | |