PANACEA BIOEDGE PRIVATE LIMITED				
INTERNAL AUDIT REPORT				
Document no.: PBPL-IAR-F024	Rev.: 00	Origin Date :- 01-08-2025	Rev. Date: 00	Issue No.: 01

Date of Audit: _____

Audit Team: _____

Criteria: Click here to enter text.

Details of NCR's/Observation & Clause no.		
Sl. No.	**Critical Audit Findings**	**Non-Critical Audit Findings**
1	_____	
2	_____	
3	_____	
4	_____	
5	_____	
6	_____	

Functions/Requirements	Auditee	Auditor	Compliance – Y Non-compliance – N Improvement – O	Auditor's Comments/Observations
5. General requirements				
5.1 Legal and contractual matters 5.1.1 Legal responsibility 5.1.2 Certification agreement 5.1.3 Responsibility for certification decisions 5.2 Management of impartiality 5.3 Liability and financing	_____	_____	Y – ☐ N– ☒ O– ☐	_____
6. Structural requirements				

6.1 Organizational structure and top management 6.2 Operational control	_____	_____	Y – ☐ N– ☒ O– ☐	_____
7. Resource requirements				
7.1 Competence of personnel 7.1.1 General considerations 7.1.2 Determination of competence criteria for QMS 7.1.3 Evaluation processes 7.1.4 Other considerations 7.2 Personnel involved in the certification activities 7.3 Use of individual external auditors and external technical experts 7.4 Personnel records 7.5 Outsourcing	_____	_____	Y – ☐ N– ☒ O– ☐	_____
8. Information requirements				

8.1 Public information 8.2 Certification documents 8.3 Reference to certification and use of marks 8.4 Confidentiality 8.5 Information exchange between a certification body and its clients 8.5.1 Information on the certification activity and requirements 8.5.2 Notice of changes by a certification body 8.5.3 Notice of changes by a certified client	_____	_____	Y – ☐ N– ☒ O– ☐	_____
9. Process requirements				
9.1 Pre-certification activities 9.1.1 Application 9.1.2 Application review 9.1.3 Audit programme 9.1.4 Determining audit time 9.1.5 Multi-site sampling 9.1.6 Multiple management systems standards	_____	_____	Y – ☐ N– ☒ O– ☐	_____
9.2 Planning audits 9.2.1 Determining audit objectives, scope and criteria 9.2.2 Audit team selection and assignments	_____	_____	Y – ☐ N– ☒ O– ☐	_____

9.2.3 Audit plan				
9.3 Initial certification 9.3.1 Initial certification audit	_____	_____	Y – ☐ N– ☒ O– ☐	_____
9.6 Maintaining certification 9.6.1 General 9.6.2 Surveillance activities 9.6.3 Recertification 9.6.4 Special audits 9.6.5 Suspending, withdrawing or reducing the scope of certification 9.7 Appeals 9.8 Complaints 9.9 Client records	_____	_____	Y – ☐ N– ☒ O– ☐	_____
10. Management system requirements for certification bodies				
10.2.1 General 10.2.2 Management system manual 10.2.3 Control of documents 10.2.4 Control of records 10.2.5 Management review 10.2.6 Internal audits 10.2.7 Corrective actions	_____	_____	Y – ☐ N– ☒ O– ☐	_____

Client Files Sampled	_____
Personnel files sampled	_____