

# WAREHOUSE MANAGEMENT SECTION INTERNAL AUDIT CHECKLIST

<b>Warehouse Management Section Internal Audit Checklist</b>			
Auditors			principal
ited departm	Warehouse Management Section	Audit location	office
			Review time
Inspection items --- and methods		Inspection basis	Situation description
1	Is there a written procedure for document control, and does its content meet the		
2	purpose to implement product protection		
3	policy from overall quality policy ---		
4	From what aspects does the company		
5	formulate quality objectives --- review the		
6	Does the time interval and content of the		
7	management review meet the		
8	How to specify the responsibilities of		
9	department personnel? Is the authority		
10	clear across (for activities) in the		
11	department need to be communicated?		
12	What methods are used in the department		
13	to improve the ability of employees? ---		
14	Whether the equipment is maintained,		
15	recorded and controlled --- Check the		
16	Whether to implement 5S management ---		
17	on-site inspection		
18	Whether the purchased product has been		
19	verified, and whether the supplier is		
20	Whether the process of product		
21	realization is marked and whether it can		
22	be traced --- check it in Shitong and the		
23	Whether the controller's property is		
24	controlled on-site inspection devices		
25	Whether the product is effectively		
26	protected for on-site inspection		
27	audit or		
28	the quality system --- provide evidence		
29	Whether the implementation process of		
30	the quality management system is		
31	Does the product carry out monitoring		
32	and measurement methods.		
33	Whether the disposal of non-conforming		
34	products complies with the relevant		
35	Whether to analyze the results of product		
36	monitoring and measurement --- provide		
37	How to identify opportunities for		
38	improvement and implement continual		

Review: Compiler:

# Distribution Warehouse Audit Checklist Sample

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Large Volume Parenterals (U.S.)**

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