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| --- | --- | --- | --- | --- | --- | --- |
| **內部稽核檢查表** | | | | | | |
|  | | | **填表日期\*：** | | |
| **稽核人員\*：** | | | | | |
| **受稽單位\*：** | | | | | |
| **受稽人員\*：** | | | | | |
| **稽核時間\*：自 至 止** | | | | | |
| **文件編號\*：** | | | | | |
| **文件名稱\*：** | | | | | |
| **項次** | **內部稽核要項** | **稽核紀錄** | | **稽核結果** | **備註** |
|  |  |  | |  |  |