

[organization name]

Appendix 2 – Internal Audit Program

This annual program is written for the period from [date] to [date].

Internal audits according to ISO 13485 standard will be conducted in the following way:

No.	Department/Process	Month											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													

Legend:

- - Planned audit
- ✓ - Audited audit
- ⊖ - Proposed audit

Commented [AES1]: If there will be only one internal audit

[organization name]

[job title]

[name]

[signature]

Commented [AES2]: Only necessary if the Procedure for Document and Record Control prescribes that paper documents must be signed.