



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OFFICE OF SURIGAO CITY

AUDIT REPORT

OFFICE AUDITED:			DATE OF AUDIT:
AUDIT OBJECTIVE			
AUDIT COVERAGE:			
PROCESS/OFFICE	CLAUSES/ REQUIREMENTS	AUDITEE	AUDITOR

CONFORMITIES (General descriptions of practices, activities, methodologies, etc. that are conforming to standards. May also mention commendable findings that are worth recognizing)

NONCONFORMITY (Practices, documentations, activities, outputs, etc. that do not fulfill the requirements)

No.	Description of Nonconformity (what is happening/what is the issue?)	Requirement (clause/reference which was not fulfilled)	Evidence (objective evidences that support the description)

OPPORTUNITIES FOR IMPROVEMENT
(Observed situations that do not actually violate any standard or requirement but may result to potential nonconformities.)

OTHER RELEVANT MATTERS:

AUDIT CONCLUSION:



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