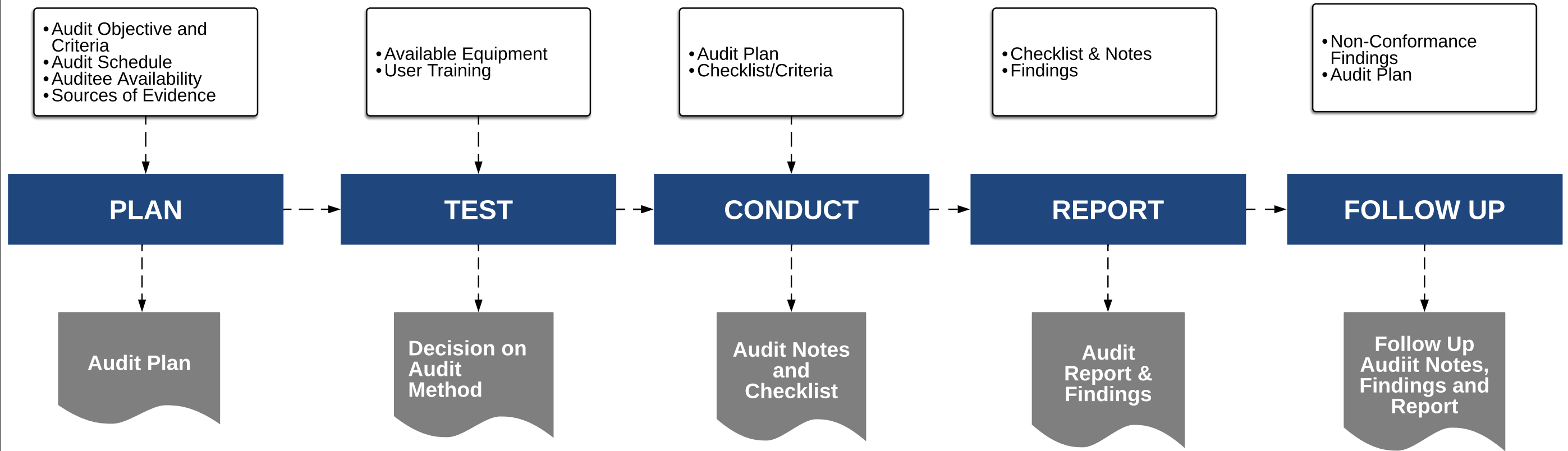


Remote Auditing Workflow

Workflow



Responsibilities

Step	Auditor	Auditee	Audit Programme Manager	Senior Management
Determine Audit Objective	R	I	A	
Review Audit Criteria	R			
Review Sources of Evidence	R			
Confirm Communication Equipment	R	R		
Draft and Forward Audit Plan	R			
Test Communication Equipment	R	R		
Audit Objective Achievable?	R	R	I	I
Opening Meeting	R	C		
Note Areas Where Evidence Not Available	R	C	I	
Closing Meeting	R	C		
Communicate if Follow Up Audit Required	R	C	I	I
Draft, Review and Distribute Report	R	C	C	I
Conduct Follow Up Audit (where NCRs)	R	R	C	I

Legend		
R	Responsible	Who is completing the task
A	Accountable	Who is ultimately responsible for the task
C	Consulted	Who will be consulted about actions and decisions
I	Informed	Who will be informed about actions and decisions