

## Internal Audit Action Plan



Company :		Date :	
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This action plan has been developed to assist the member company in addressing any deficiencies identified during the audit. Recommendations for corrective action should adhere to the SMART Principles.

S- Specific M- Measureable A- Attainable R - Relevant T- Timely

<i>Audit Section</i>	<i>Issue Identified</i>	<i>Planned Corrective Action</i>	<i>Target Action Date</i>	<i>Date Item Closed</i>

Auditor	_____	_____	_____
	(printed name)	(signature)	(date)
Management Representative	_____	_____	_____
	(printed name)	(signature)	(date)
Worker Rep/OHS Committee Representative	_____	_____	_____
	(printed name)	(signature)	(date)