# Audit Checklist Format

Free Audit Checklist Format with AI customization. Industry-specific guidance for audit checklist format. Build your checklist now.

## Section 2: Pre-Audit Checklist

- ☐ Audit charter approved
- ☐ Audit plan developed
- ☐ Resources assigned
- ☐ Timeline established
- ☐ Stakeholders notified
- ☐ Background research complete
- ☐ Documents requested
- ☐ Interview schedule set
- ☐ Testing approach defined
- ☐ Working papers prepared

## Section 6: Testing Results

- ☐ **Objective:** [What is being tested]
- ☐ **Method:** [How it's tested]
- ☐ **Sample:** [Size and selection]
- ☐ **Results:** [Pass/Fail rate]
- ☐ **Exceptions:** [List any]
- ☐ **Objective:** [What is being tested]
- ☐ **Method:** [How it's tested]
- ☐ **Sample:** [Size and selection]
- ☐ **Results:** [Pass/Fail rate]
- ☐ **Exceptions:** [List any]

## Section 7: Findings Format

- ☐ Agree/Disagree: &  Agree &  Partially Agree &  Disagree
- ☐ Action Plan: [Planned corrective action]
- ☐ Responsible Party: [Name/Title]
- ☐ Target Date: [Completion date]

## Section 9: Executive Summary Format

- ☐ [Strength 1]
- ☐ [Strength 2]
- ☐ [Area 1]
- ☐ [Area 2]

# Appendices

- [ ] A. Detailed test procedures
- [ ] B. Supporting documentation
- [ ] C. Statistical sampling methodology
- [ ] D. Glossary of terms
- [ ] E. Reference materials