INSTITUTE OF ADVANCED STUDY IN SCIENCE AND TECHNOLOGY

NON CONFORMITY NOTE: INTERNAL AUDIT OF QMS

<table>
<tr><td>Internal Audit Cycle-</td><td>Internal Audit Date:</td></tr>
<tr><td colspan="2">Name of the Auditor(s):</td></tr>
<tr><td colspan="2">Area of Audit (Department/ Section) :</td></tr>
<tr><td colspan="2">Requirement:

Non Conformity:
<table><tr><td>Audit Criteria:
ISO 9001:2015</td><td rowspan="3">Category:
Major ( )
Minor ( )
Observation( )
OFI ( )</td></tr><tr><td>Clause: 8.5.1</td></tr><tr><td>Evidence:
Lab visit/Interview/
Observation</td></tr></table></td></tr>
<tr><td rowspan="2">Root Cause:-</td><td>Proposed Correction:</td></tr>
<tr><td>Proposed Corrective Action:</td></tr>
<tr><td>Signature of the Auditor:</td><td>Signature of the Auditee:</td></tr>
<tr><td>Follow up Audit Observation by other member(S) (Within three weeks)</td><td>Recommendation Tick

Corrective Action Satisfactory ( )

Corrective action not satisfactory ( )</td></tr>
<tr><td colspan="2">Follow up Auditor’s name and sign with date:</td></tr>
<tr><td>Comment of SC:</td><td>Signature of SC:</td></tr>
</table>