TESDA-OP-IAS-02-F08-RO

Rev. No. 00 - 05/20/2022

**CONSOLIDATED COMPLIANCE AUDIT NONCONFORMITIES TRACKING SHEET – ASSESSMENT AND CERTIFICATION**

**For the year: \_\_\_\_\_\_**

**As of \_\_\_\_\_\_\_\_\_\_\_\_\_**

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| Regional Office | : |  |

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| Seq. No. | Province | AC Name | Qualification Title | Area/ Process | Audit Findings | Receipt of the Compliance Audit Report by the AC | Receipt of DO/PO of the Compliance Audit Report from Lead Auditor[1 WD after the conduct of audit] | Auditee AC prepares and submits to DO/PO the Action Catalogue[3 WDs after receipt of the Compliance Audit Report] | DO/PO reviews and accepts the accomplished CA Action Catalogue [2 WDs after receipt of the AC-accomplished Compliance Audit Action Catalogue] | Assessment Center’s Compliance with Correction and Corrective Action | DO/PO reviews the accomplished CA Action Catalogue together with the supporting documents.If disapproved, DO/PO returns the report to the AC for compliance[3 WDs after receipt of documents/ pieces of evidence] | RO reviews the accomplished CA Action Catalogue together with the supporting documents.If found inaccurate, RO notifies the AC for compliance within 5 WDs[within 3 WDs after receipt of documents from DO/PO] |
| Submits documents/pieces of evidence as proof of compliance/ implementation of the AC’s Correction and/or Corrective Actions approved by the DO/PO |
| 1 WD | 3 WDs | 2 WDs | 30 WDs | 3 WDs | Date Started | Date Finished |
| Date Received | Date Received | Date Started | Date Finished | Date Started | Date Finished | Date Started | Date Finished | Date Started | Date Finished |
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*Note: A total number of 39 working days of compliance and monitoring period of the non-conformity/ies reckoned on the day of receipt by DO/PO of the Compliance Audit Report from Lead Auditor.*

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| Prepared by: | Approved by: |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_RO Compliance Audit Focal | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Regional Director |
| Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ |