**QUALITY AUDIT**

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| **Project Title:** |  | |  | **Date Prepared:** | |  |
| **Project Auditor:** | |  |  | **Audit Date:** |  | |

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| **[Area Audited](#Area_Audited" \o "Check the box for the area or areas audited.)**   |  |  |  | | --- | --- | --- | |  |  |  | |  |  |  | |  |  |  | |  |  |  |  | **[Good Practices to Share](#Good_Practices_to_Share" \o "Describe any good or best practices that can be shared with other projects.)** | | --- | |  |   **[Areas for Improvement](#Areas_for_Improvement" \o "Describe any areas that need improvement and the specific improvements or measurements that need to be achieved.)**   |  | | --- | |  |   **QUALITY AUDIT**  **Deficiencies or Defects**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | [ID](#ID" \o "Enter a unique defect identifier.) | [Defect](#Defect" \o "Describe the deficiency or defect.) | [Action](#Action" \o "Describe the corrective actions needed to fix the defect.) | [Responsible Party](#Responsible_Party" \o "Identify the person assigned to correct the deficiency or defect.) | [Due Date](#Due_Date" \o "Document the due date.) | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |  |  |  |  |  | |

**[Comments](#Comments" \o "Provide any additional useful comments about the audit.)**

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