Audit Management
AUDIT DEFENSE READINESS

FOR MANUFACTURING AND LIFE SCIENCES INDUSTRIES
AUDIT MANAGEMENT

Audit management is becoming increasingly challenging, given the growing complexity of businesses and the number and types of audits that need to be conducted. For highly regulated companies, periodic audits are necessary to comply with laws and to ensure product safety, quality and customer satisfaction. Companies are, therefore, fast realizing that point solutions, manual spreadsheet-based systems or antiquated systems that have not kept up with the current consumer business or technology requirements, no longer help manage internal audit programs. CQ comes with an audit management solution that addresses these issues.

PLANNING AND SCHEDULING AUDIT

CQ-Audit management software allows for audits to be planned and scheduled in advance. Audit plans can be defined by site, department, suppliers, etc. The audit plan can be reviewed, approved and communicated to the relevant auditors who can then plan their audit calendars accordingly. CQ-Audit will automatically notify the auditor and the auditees when the audits are due to be conducted, giving all parties time to prepare and make the audit exercise fruitful.

PREPARING FOR AN AUDIT

CQ-Audit management software allows for auditors to be notified of upcoming audits. The notification time period is configurable based on the company policy. The Auditor can then review the past audits, open findings, critical findings, CAPAs – if any, weaknesses, new regulations to check on, etc. The audit history can be downloaded to the auditor’s mobile device including tablets to support audits to be conducted on the go. The Auditor can also use existing best-practice checklist or create and attach a custom checklist document that will support the audit.

CONDUCTING AUDITS

CQ-Audit management software supports the taking notes, documenting findings, categorizing relevant findings, etc. on the go. If the auditor wishes to take summary notes and expand later when they have time to write a detailed report, the CQ-Audit solution will support the work process.

FINDINGS DOCUMENTATION AND CATEGORIZATION

CQ-Audit management software enables auditors to document any number of findings and categorize them accordingly. Findings can be flagged for follow-up, requiring a response from the auditee or even marked to require a CAPA.

AUDIT REPORT GENERATION

CQ-Audit management software allows for the auditors to generate audit reports based on the information entered into the solution. The audit template is based on the company template. Once the audit report is generated, the auditor may further fine-tune the content of the report for language, formatting, inclusion of relevant evidence, etc. The final audit report can be routed for approvals and then issued to the auditee.

RISK ASSESSMENT

CQ-Audit management software has risk assessment capabilities throughout the audit process. The risk profile of an audit is initially captured during the audit planning phase. The auditor further ensures that the risk is reviewed as per audit findings. The responses are then assessed and any CAPA actions taken are reviewed for risk mitigation.
Managing Quality Beyond the Organization

The CQ Audit Management Solution (CQ-Audit) is a comprehensive solution that enables companies to adopt an electronic and automated approach to audit management across the enterprise.

This solution provides the flexibility to support all types of audits, which includes internal, operational, systems, IT, supplier and quality audits. CQ-Audit helps a company manage the entire audit life cycle including audit planning and scheduling, definition of standard audit plans and checklists, aiding in conducting the audit, developing and issuing audit reports including identification and categorization of the various findings, associated risk profiles and the generation of necessary tasks for the auditees to respond to the findings including escalations to CAPAs, if deemed necessary.
About ComplianceQuest

ComplianceQuest is a highly flexible, 100% cloud-based EQMS built using the Salesforce platform. We streamline quality, compliance, content and collaboration management workflows across your company and globally-based supply chain networks, using the world's most proven enterprise cloud platform from Salesforce.

+1 408-458-8343
www.compliancequest.com
sales@compliancequest.com

Fastest Growing 100% Native Salesforce Based EQMS Solution – Mobile, Secure, Reliable, Scalable, Configurable