**[](https://www.smartsheet.com/try-it?trp=11546&utm_source=integrated-content&utm_campaign=/content/quality-assurance-templates&utm_medium=Quality+Assurance+Audit+Checklist+doc+11546&lpa=Quality+Assurance+Audit+Checklist+doc+11546) QUALITY ASSURANCE AUDIT CHECKLIST TEMPLATE**

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| **Ref No.** | **AUDIT QUESTION** | **SCORE** (1-5) | **MEETS STANDARDS** | **OPPORTUNITIES FOR IMPROVEMENT** | | **MINOR CONCERNS** | | **MAJOR CONCERNS** | | **NOTES** | | **RECOMMENDATIONS** |
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|  | **TOTAL SCORE** |  |  | |  | |  | |  | |  |  |
|  | **AVERAGE SCORE** |  |  | |  | |  | |  | |  |  |

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