|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Location** | **Woodecote** | **Saredon** | **Meriden** | **Cornetts End** | **H/O** | **Transport** | **Workshop** |
| January |  |  |  |  |  |  |  |
| February |  |  |  |  |  |  |  |
| March |  |  |  |  |  |  |  |
| April |  |  |  |  |  |  |  |
| May |  |  |  |  |  |  |  |
| June |  |  |  |  |  |  |  |
| July |  |  |  |  |  |  |  |
| August |  |  |  |  |  |  |  |
| September |  |  |  |  |  |  |  |
| October |  |  |  |  |  |  |  |
| November |  |  |  |  |  |  |  |

In Guidance with ISO 14001 the above internal audit schedule has been developed. Please note NO audits scheduled for December as this time is to be used for external audit readiness. All audits to be carried out by Laura Hands and / or David Albrighton.

IMPORTANT NOTE: The internal audits DO NOT replace any other form of audit / checks to be carried out by the department managers or personal

All reports are to be submitted to H/O and the relevant Department Manager for review.

Any actions stated must be added to the internal audits action plan. This plan remains the responsibility of L.H as facilitator and must be reviewed with the relevant department managers in the appropriate time frames