

Assessment Plan Example

1. Assessment Number:
2. Assessment Title:
3. Assessing Organization:
4. Assessed Organization:
5. Schedule Dates: Field Investigation – date from – date to Entrance meeting – date, time and location Exit meeting – date, time and location Report issued by - date
6. Assessment Team: ATL – Auditor 3 Auditor 1 Auditor 4 Auditor 2
7. Assessment Scope:
8: Objective
9. Applicable Requirements/Criteria:
10. Any Special or Technical Items to be Verified:
ATL – Printed Name and Signature