GL 7.6 Audit Worksheet Administration CT DESPP Division of Scientific Services	Revision: 2	Effective: 11/13/2024
Audit Worksheet – Purchasing		

Auditor: ______ Date(s): _____

Purchasing:

1.	Review a minimum of five random purchasing files including at least 1 calibration se	ervice
	provider or provider of reference standards:	

List vendors reviewed:							

- 2. Are the vendors on the QMS Approved Vendor list: Yes / No
- 3. Does the calibration service provider or reference standards vendor meet the requirements of GL-6:

 Yes / No

Notes or Other Items Reviewed: