



The Basics of Quality Auditing

Ronald Blank

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As the latest addition to "The Basics" Series, *The Basics of Quality Auditing* provides an inexpensive and easy-to-follow WHO, WHAT, WHERE, WHEN, WHY and HOW format that is perfect for training. It discusses the four main questions all audits should answer: Is there a procedure? Is the procedure being followed? Does the procedure meet the needs of the system? and What must be changed or improved to increase the output quality?

After explaining the audit process, the book illustrates how audit programs are currently being used and how they have evolved beyond the standard uses of policing actions or procuring information about a supplier to becoming a continuous improvement tool. The appendix provides sample audit forms and checklists that auditors can model.

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