

Internal Audit Checklist Form

Organization: _____

Audit Date: _____

Auditor: _____

Internal Controls:

- Assess adequacy of internal control structure
- Review access to financial systems
- Check authorization for transactions
- Ensure segregation of duties
- Confirm compliance with internal policies
- Test accuracy of recorded transactions
- Review operational efficiency measures
- Verify risk management procedures

Remarks: _____

Action Required: _____

Authorized Signatory: _____

Completion Date: _____