# INTERNAL AUDIT POLICY

## Purpose

To ensure the Quality Management System of ZIBU Health Institute is regularly, independently, and systematically audited to verify compliance with ISO 9001 requirements and institutional procedures.

## Scope

This policy applies to all departments, programs, and processes operating under the ZIBU Health Institute Quality Management System.

## Policy Statement

ZIBU Health Institute shall:

- Conduct internal audits at planned intervals, at minimum twice per year.
- Ensure auditors are independent of the area being audited.
- Verify conformity to ISO 9001 requirements and institutional policies and SOPs.
- Identify nonconformities and opportunities for improvement.
- Report audit findings to the Managing Director and Quality Management Cell.
- Track corrective actions to closure through the CAPA process.

## Audit Criteria

Audits shall assess conformity against ISO 9001 requirements, institutional policies and SOPs, and applicable regulatory or accreditation requirements.

## Responsibility

The Quality Management Cell and the Internal Audit Team shall plan, conduct, and report on internal audits.