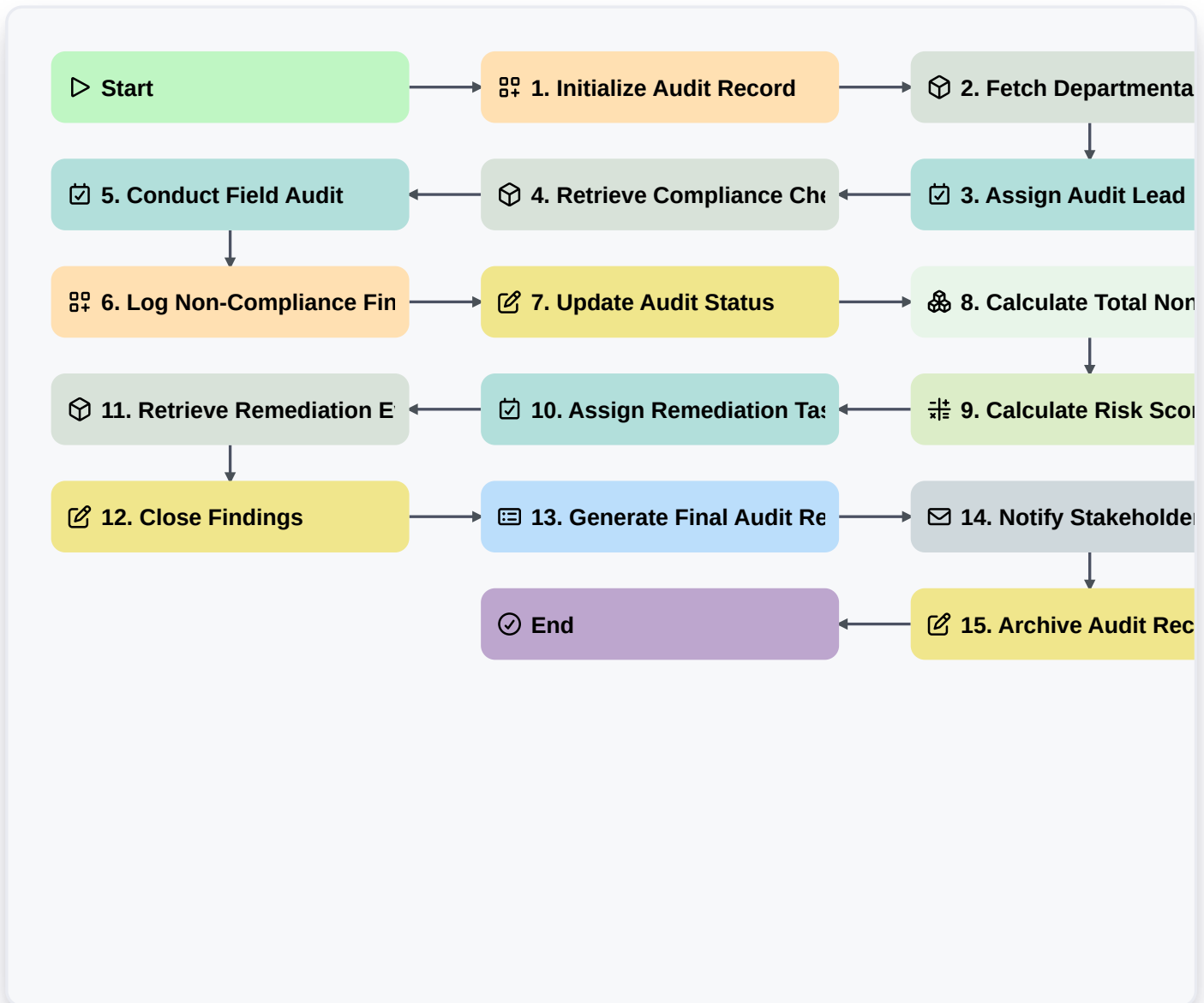


Internal Audit And Compliance Workflow



Start

Start of the Workflow/Process.

1. Initialize Audit Record

Create a new entry in the 'Audit Log' data model to track the start of the audit cycle.

2. Fetch Departmental Scope

Retrieve all active departments and their respective heads from the 'Department' data model.

3. Assign Audit Lead

Create a task for the Compliance Officer to assign an auditor to the specific audit scope.

4. Retrieve Compliance Checklist

Fetch the standardized 'Compliance Requirements' checklist associated with the specific department.

5. Conduct Field Audit

Create a task for the assigned Auditor to perform on-site or remote inspections and document findings.

6. Log Non-Compliance Finding

Create a new entry in the 'Findings' data model whenever a discrepancy is identified during the audit.



7. Update Audit Status

Update the status of the 'Audit Log' entry from 'In Progress' to 'Review Pending'.

8. Calculate Total Non-Compliance Count

Aggregate the total number of entries in the 'Findings' data model for the current audit period.

9. Calculate Risk Score

Execute a formula calculating the Risk Score based on the weight of 'High', 'Medium', and 'Low' severity findings.

10. Assign Remediation Task

Create a task for the Department Head to address the identified non-compliance findings.

11. Retrieve Remediation Evidence

Fetch all completed 'Remediation' entries submitted by the Department Head.

12. Close Findings

Update the status of all identified 'Findings' entries to 'Resolved' once evidence is verified.

13. Generate Final Audit Report

Create a comprehensive PDF/Summary report aggregating the Audit Log, Findings, and Risk Score.

14. Notify Stakeholders

Send an email to the Executive Board and Department Heads containing the Final Audit Report.

15. Archive Audit Record

Update the 'Audit Log' entry status to 'Closed/Archived' to finalize the workflow.

End

End of the Workflow/Process.