

Florida Gulf Cost University

Post-Audit Feedback Form

Name & Title:
Department:
Project Title/Number:

For each item identified below mark 'X' in the correct box to indicate your choice.

	Yes	No
1. Did you receive a letter announcing the audit at least ten working days in advance of the audit start date?		
2. Was an entrance interview held with you prior to, or concurrent with, the start of the audit?		
3. Were the audit goals, objectives, and locations to be audited discussed with you during the entrance interview?		
4. Were your ideas and/or concerns about the audit solicited during the interview?		
5. Were the auditors responsive to your ideas and/or concerns regarding the audit?		
6. Were you kept informed of audit itinerary changes?		
7. Was a tentative time frame for an exit briefing set during the entrance interview?		
8. Were the auditors responsive to any unique operational situations your facilities may present?		
9. Were you promptly informed of changes to the audit itinerary during the audit?		
10. Were you periodically briefed or otherwise kept adequately and promptly informed on major issues as they developed during the audit?		
11. Was a report copy provided to you within ten working days of the exit interview?		
12. Were you or key members of your staff previously informed of all major issues contained in the draft report?		
13. Was the exit briefing held on the date and at the time agreed?		
14. At the exit briefing, were all findings discussed with you in the level of detail you desired?		
15. At the exit briefing, were the auditors flexible in addressing issues of word changes, style, and perspective of findings?		
16. Were all issues of face (not interpretation) discussed during the exit briefing?		
17. Were replies (or reply instructions) discussed during the exit briefing?		
18. Do you feel this audit added value to your department?		

*Adapted from the Institute of Internal Auditors

Comments: