You are receiving this automated E-Mail as you are the Lead Auditor for the Audit(s) detailed below.

Please take appropriate action to address each of these to ensure required targets are met.

|  |  |  |  |
| --- | --- | --- | --- |
| Audit | Title | Target Date | Lead Auditor |
| AUD-INT-1 | Audit Title | 31/01/2020 | Owner |
| AUD-INT-2 | Details of finding | 28/02/2020 | Owner |
| AUD-INT-3 | Details of finding | 31/03/2020 | Owner |
| AUD-INT-4 | Details of finding | 30/04/2020 | Owner |

Legend

|  |  |
| --- | --- |
|  | Planned |
|  | Work In Progress |
|  | Upcoming within 2 weeks |
|  | Overdue |