

ISO 9001 Audit Calendar Template

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This audit calendar provides a typical 3-year cycle for ISO 9001 certification, including space to input your organization's specific audit dates. This tool helps maintain compliance and prepares your team for key activities in each phase of certification.



Certification Cycle Overview (3-Year Plan)

Year	Audit Type	Description
Year 1	Initial Certification Audit	Stage 1 – Document Review Stage 2 – On-site Audit of QMS Implementation
Year 2	Surveillance Audit 1	Review of ongoing compliance, selected processes, and previous findings.
Year 3	Surveillance Audit 2	Expanded audit to prepare for recertification.
Year 4	Recertification Audit	Full review of QMS for certification renewal.

Client-Specific Audit Schedule (Fillable)

Use the fields below to record your organization's scheduled audit dates:

Certification Audit: _____

Surveillance Audit 1: _____

Surveillance Audit 2: _____

Recertification Audit: _____