

# QMS Audit Observation

The screenshot shows a web browser window with the title 'QMS Audit Observation: QMS/...' and a tab 'Home (70634)'. The browser's address bar and toolbar are visible. The main content area displays a form titled 'QMS Audit Observation' with the following fields and values:

- Client: XYZ Foundation
- Organization: MainHQ
- Document No: QMS/1000015
- Document Type: QMS Audit Observation
- Description: (empty)
- User/Contact: Selva
- Document Date: 30/06/2021
- Account Date: 30/06/2021
- Period: Jun-21
- QMS Audit Schedule: QMS/1000010\_Jun-21
- QMS Audit Plan: QMS/1000009
- QMS Audit Master: Internal Audit Department 2021
- Audit Type: InternalAudit
- Date Start Schedule: 01/06/2021
- ISO Clause: (empty)
- Reason: (empty)
- Document Status: In Progress
- Document Action: (button)
- Approved:
- Processed:
- Approved Level 1:
- Approved Level 2:

## Critical Fields :

1. Document No : Individual Identity of the record, It is an unique value
2. QMS Audit Schedule : This is used to select the QMS Audit Schedule data from the QMS Audit Schedule
3. Account Date : Used to mention the Accounting date
4. User/contact : Used to select the user name
5. Period : Used to mention Plan Period
6. Date Start Schedule : Used to mention the plan start date
7. Extension Period : Used to give the period for extension
8. Extension Date : Used to give the Extension Date
9. Reason : Used to mention the Reason

## **Critical & onetime setup fields :**

1. Organization : This Field is used to select the organization
2. Target Document Type : This Field is used to select the type of the document that you are going to process

## **Non-Critical Fields :**

1. Description : Used to give any note about the document.

## **Zoom condition's :**

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