Standard Compliance Monitoring Log

Document Details

Project / Department		Date	
Prepared By		Reviewed By	

Compliance Monitoring Log

No.	Standard / Regulation	Requirement / Clause	Assessment Method	Date Checked	Status (Compliant/Non-Compliant)	Findings / Observations	Responsible	Corrective Action	Follow-up Date

Important Notes

- This document is used to systematically track the compliance of processes and activities with relevant standards and regulations.
- Clearly define and reference all standards and requirements being monitored.
- Regular updates and thorough record keeping are essential for effective compliance management.
- Ensure findings and corrective actions are documented and assigned to responsible personnel.
- Retention of compliance logs supports audit readiness and continuous improvement efforts.