

Standard Compliance Monitoring Log

Department/Unit: _____
Monitoring Period: _____
Date Prepared: _____

Document Ref No: _____
Prepared by: _____

Compliance Monitoring Log

No.	Standard/Requirement	Criteria	Date Checked	Compliant (Y/N)	Observation/Remarks	Person Responsible
1	_____	_____	_____	_____	_____	_____
2	_____	_____	_____	_____	_____	_____
3	_____	_____	_____	_____	_____	_____

Important Notes:

- Accurate documentation supports audits and accountability.
- Ensure entries are updated regularly and reflect objective findings.
- Any identified non-compliance should be accompanied by recommended corrective actions.
- Maintain confidentiality and integrity of the information recorded.
- Retain completed logs according to organizational and regulatory policy.