

# 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.