

Work instructions

Title: Trackwise users' manual (for tracking audit related data)		
Applies to: IQM Coordinators		
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1. Changes since last revision

New WIN.

2. Scope

The TrackWise users' manual outlines steps for the use of the tracking tool used to track audits performed by the AF-Audit, the European Court of Auditors and monitor the implementation of improvement actions resulting from findings of audits or assessments performed at the Agency.

The manual contains instructions on how to manage the following elements:

- internal audit programme
- internal audits
- audits recommendations
- improvement action plans (IAPs) related to audit recommendations

3. Records

The Trackwise users' manual is located at the following link in DREAM:

Trackwise users manual - for audit related data
EMA/490464/2014

<https://docs.eudra.org/webtop/drl/objectId/090142b282eff1a8>