

567—10.11(455K) Notice of audit.

10.11(1) If a notice of audit is provided to the department, it must be submitted in writing and include the following information:

- a.* The name and location (address and city) of the facility to be audited;
- b.* The description of the facility or portion of the facility, activity, operation or management system to be audited, including applicable department permits or registration numbers;
- c.* The anticipated audit initiation date (day, month, and year);
- d.* The general scope of audit, with sufficient detail to determine if discovered violations would be included. If the scope of the audit changes before it is completed, an amended notice shall be submitted promptly;
- e.* The names of the persons conducting the audit; and
- f.* The anticipated audit completion date, not to exceed six calendar months.

10.11(2) The department will provide written acknowledgment of receipt for notices of audit, which will include an assigned identification number.

[ARC 7943C, IAB 5/15/24, effective 6/19/24]