**รายงานผลการตรวจสอบ................(ใส่ชื่อเรื่องที่ตรวจสอบ)..................**

**หลักการและเหตุผล**

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**หน่วยรับตรวจ**

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**วัตถุประสงค์ในการตรวจสอบ**

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**ขอบเขตการตรวจสอบ**

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**วิธีการตรวจสอบ**

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**ระยะเวลาการตรวจสอบ**

 ตั้งแต่วันที่.................................ถึง....................................

**ผลการตรวจสอบ**

 ...........เขียนถึงข้อตรวจพบ หลักเกณฑ์ สาเหตุ ผลกระทบ และข้อเสนอแนะ โดยคุณภาพของรายงานให้เป็นไปตามมาตรฐานการตรวจสอบภายในและจริยธรรมการปฏิบัติงานตรวจสอบภายในของส่วนราชการ รหัส ๒๔๒๐ .....................

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**ความคิดเห็นของหน่วยรับตรวจ (ถ้ามี)**

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**สรุปผลการติดตามผลการตรวจสอบของครั้งก่อน (ถ้ามี)**

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**เอกสารประกอบหรืออ้างอิง (ถ้ามี)**

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**ผู้รับผิดชอบในการตรวจสอบ**

1. ………………. ชื่อ-สกุล.................... ตำแหน่ง ...................................
2. ………………. ชื่อ-สกุล.................... ตำแหน่ง ...................................
3. ………………. ชื่อ-สกุล.................... ตำแหน่ง ...................................

(..............................................)

 หัวหน้าหน่วยตรวจสอบภายใน