

# Key Performance Indicators (KPIs) for Auditing

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Key Performance Indicators for Auditing

**Dear [Recipient's Name],**

As part of our ongoing commitment to enhance the effectiveness of our auditing processes, we have established a set of Key Performance Indicators (KPIs) to measure and evaluate our performance. Below are the proposed KPIs:

## **1. Audit Plan Completion Rate**

Percentage of audits completed on time versus planned audits.

## **2. Findings Resolution Rate**

Percentage of audit findings resolved within the stipulated timeframe.

## **3. Stakeholder Satisfaction Score**

Average satisfaction rating from stakeholders post-audit.

## **4. Number of Repeat Findings**

Count of findings that reoccur in subsequent audits, indicating areas of improvement.

## **5. Audit Cycle Time**

Average time taken to complete audits from planning to report issuance.

Please review these KPIs and provide your feedback by [Insert Deadline]. Your input is valuable in ensuring our auditing processes can continuously improve.

**Best Regards,**

[Your Name]

[Your Job Title]

[Your Contact Information]