

# Supplier Audit Session Agenda

**Date:** [Insert Date]

**Time:** [Insert Time]

**Location:** [Insert Location]

**Attendees:** [List of Attendees]

## Agenda Items

1. Welcome and Introduction
2. Overview of Audit Objectives
3. Review of Supplier's Previous Performance
4. Site Walkthrough
5. Discussion of Procedures and Processes
6. Identification of Improvement Areas
7. Closing Remarks and Next Steps
8. Q&A Session

## Additional Notes

Please prepare any necessary documentation prior to the session.

For any questions regarding the agenda, contact [Contact Person's Name].