

IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
NON-CONFORMITY REPORT

Name of Organization: *Gangula Gannuwa Tea Factory*

NC No. : *01* of *04*

Section : *Management / Production*

Team Leader : *Buddhika Sajeewani*

Relevant Standard : *ISO 22000:2018*

Auditor : *M. Asif*

Relevant Clause : *5.2.2*

Date of audit : *30/10/2021*

Relevant company document : *Food Safety Policy*

Non-conformity detected:

Category : Major/Minor

*Food safety Policy is not effectively communicated*

*M. Asif*  
.....  
Auditor

*Buddhika Sajeewani*  
.....  
Team Leader

*D. Rajeev*  
.....  
Auditee

Correction:

*Display the food safety policy in both English & Sinhala languages and it was communicated to all staff and workers.*

*D. Rajeev*  
.....  
Auditee

.....  
Date

Root cause for Non-conformity:

*Food safety policy not properly communicated due to unawareness of ISMS requirements.*

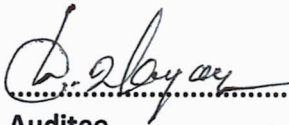
*D. Rajeev*  
.....  
Auditee

.....  
Date

Corrective action:

Date of completion:

Conducted an awareness program to food safety team members about food safety management system requirements.



Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

Evidence provided for corrective action taken is effective satisfactory



Auditor

30.11.2021  
.....  
Date

Effectiveness of corrective action:

corrective action is effective.



Auditor

2023/03/04  
.....  
Date



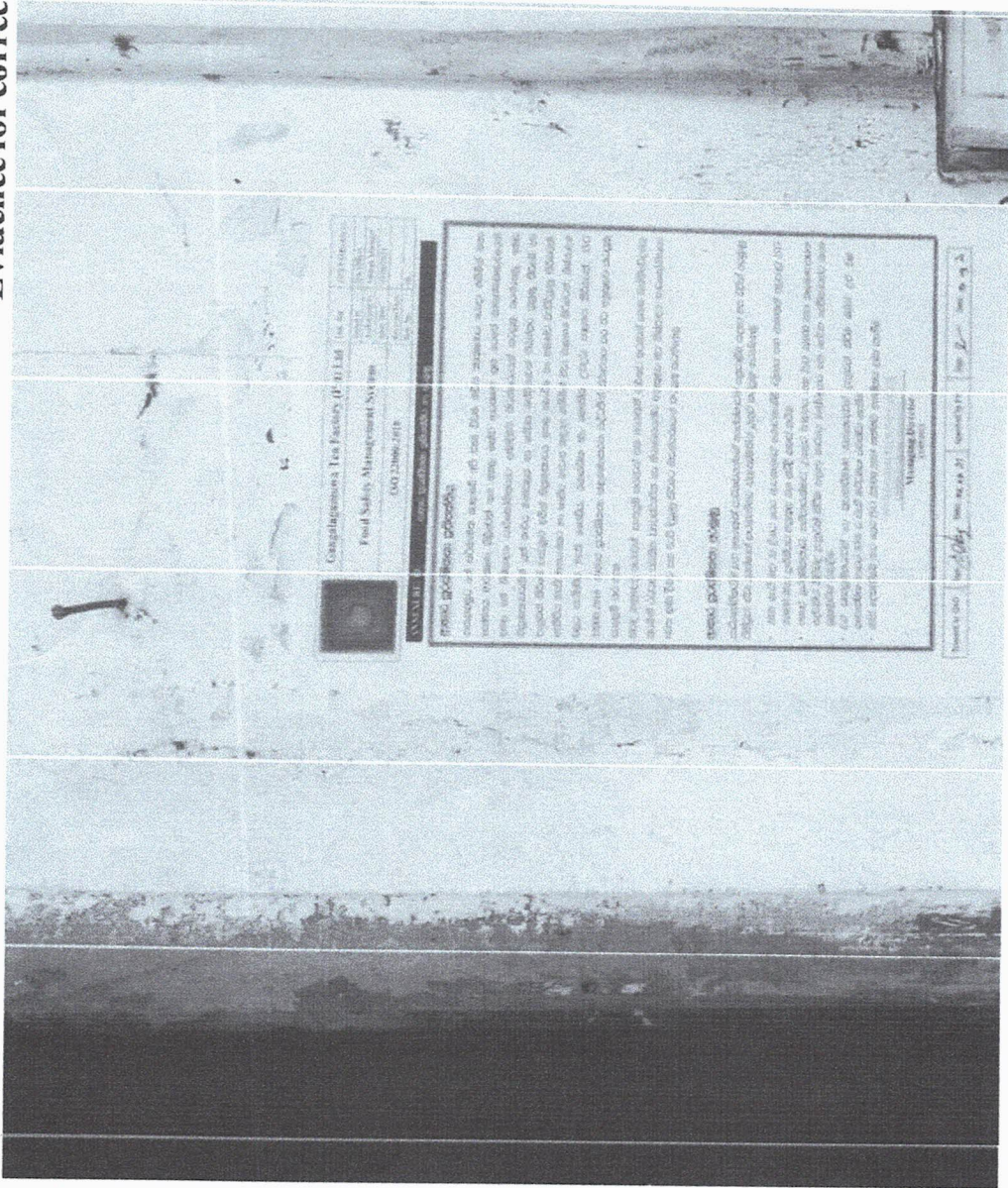
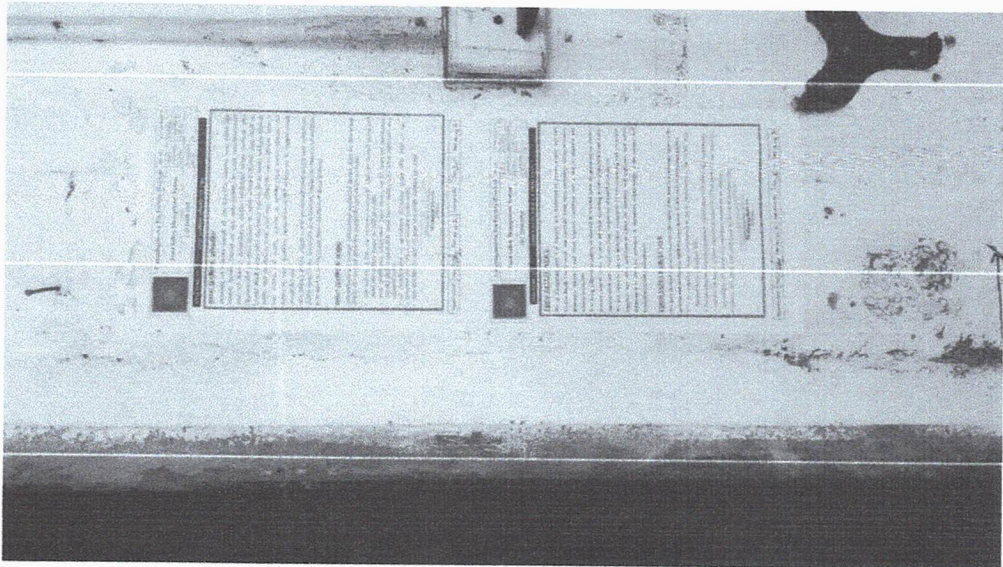
# SRI LANKA QUALITY CENTER

Hot Line +94 716905308, +94 773148141, +94 112 568589

Email: [srilankaqualitycenter@gmail.com](mailto:srilankaqualitycenter@gmail.com)

NC - 06

Evidence for correction



Food safety policy displayed in the factory entrance

**WE CARE YOU FOR YOUR BETTER FUTURE**

# SLQC

Handwritten text, possibly a date or reference number, located on the left side of the page.



Handwritten mark or character, possibly a letter 'D', located on the right side of the page.

Handwritten mark or character, possibly a letter 'C', located on the right side of the page.



Gangalagamuwa Tea Factory (Pvt) Ltd

Doc. Ref

GTF/FSMS/HR/01

Food Safety Management System

Issued by

QA Officer

Authorized by

Factory Manager

Issue Date:

03/09/2021

ISO 22000:2018

Revision Date:

-

Rev. No:

00

CHECK LIST: 01

TRAINING ATTENDANCE

Training Programme Name: Effective communication of food safety policy among internal employees and external interested parties

Trainer Name: Rehena de Silva

Date: 06.12.2021

Location: Gangalagamuwa Tea Factory

Sr. No	Employee Name	Designation	Department	Signature
1	D.J.W.D. wanagasekara	factory officer	Production	
2	N. Premathilake	supervisor	"	
3	K.N. Pathma kumara	"	"	
4	K.T. Dilshan	"	"	
5	A. Dimantha	"	"	
6	K.S.L. katawalage	"	"	
7	Hasitha Eranga	"	"	
8	Gmal Indara	Trainee	"	
9	U.M. Krishanthika	clerk	Admin	
10	D.M.U. Dissanayaka	"	"	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				

Signature of Trainer:

Signature of QAO:

Date: 06.12.2021

Date: 06.12.2021

Prepared by QAO	Sign:	Date: <u>03.09.21</u>	Approved by FM	Sign:	Date: <u>03.09.21</u>
-----------------	-------	-----------------------	----------------	-------	-----------------------

