



INDEXPO CERTIFICATION LIMITED
MANAGEMENT SYSTEMS CERTIFICATION SCHEME
AUDIT PLAN STAGE I- FSMS

Name of the organization: KDE Serendib Food Products Pvt Ltd
Assessment site: Ranabima Estate, Urapotta, Thisogama, Bingiriya
Type of audit: Stage I
Applicable standard: ISO 22000: 2005
Scope: Manufacturing of virgin coconut oil, coconut oil, coconut milk, coconut water, creamed coconut and coconut flour
Objective: To determine compliance of the FSMS with the requirements of ISO 22000:2005 for readiness of stage II audit
Date of audit: 2017-09-13

Audit team

Mr. Aruna Amaradasa (AA) Lead Auditor
 Mr. B L Amarasiriwardane (BA) Auditor

0930 h – 0945 h Review of documents & Adequacy audit findings
 0945 h – 1000 h Opening meeting
 1000 h – 1015 h Tea Break
 1015 h – 1100 h Brief visit to the site

TIME	Management	Management
1100h -1145 h	General requirements (4.1) Documentation requirements(4.2) Control of documents (4.2.2) Control of records (4.2.3)	Planning and realization of safe products – General (7.1) Pre-requisite Programs (7.2) Food Safety Team (7.3.2) Product characteristics (7.3.3) Intended use (7.3.4) Flow diagrams(7.3.5)
	AA	BA
1145 h – 1230 h	Management/ Production	Management/ Production
	Management commitment (5.1) Food Safety Policy (5.2) Food Safety Management System Planning (5.3) Responsibility & authority (5.4) Food Safety Team Leader (5.5)	HACCP plan (7.6) Updating of preliminary information (7.7) Verification planning(7.8)
	AA	BA
1230 h – 1300 h	LUNCH BREAK	
1300 h – 1345 h	Management	Human Resource/ Management
	Communication(5.6) Emergency preparedness & response (5.7) Management review (5.8)	Hazard analysis (7.4) Establishing the Operational Pre-requisite Programs (7.5)
	AA	BA
1345 h – 1430 h	Management/ Production	Management/ Production
	Provision of resources(6.1) Human Resources (6.2) Infrastructure & Work Environment(6.3 & 6.4)	Traceability system (7.9) Control of non-conformity(7.10)
	AA	BA
	TEA BREAK	
1430 h – 1530 h	Management	Management/ Production
	Validation of control measure combination (8.2) Control of monitoring & measuring (8.3) Internal audit(8.4.1)	Evaluation of individual verification results (8.4.2) Analysis of results of verification activities (8.4.3) Continual improvement (8.5.1)
	AA	BA

1530 h -1545 h Auditors' review
 1545 h – 1600 h Closing Meeting

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Reviewed and approved by : Director

Issued by : Management Representative

aruna amaradasa

From: aruna amaradasa <aruna@indexpo.lk>
Sent: Saturday, September 2, 2017 12:26 PM
To: 'Amila'
Cc: shantha@indexpo.lk
Subject: Audit Plan - Stage I
Attachments: Audit plan -Stage I- KDE Serendib Food Products.doc

Dear Amila

Please find the audit plan attached. If there are any objections with regard to any of the issues or for any information / clarification, please feel free to contact me immediately. Otherwise please confirm me the audit plan.

Warm regards,



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