

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

Name of the organization : SLA Spice (Pvt) Ltd
Assessment site : Thiththagalle road, Thiththagalle, Ahangama
Type of audit : Stage I
Applicable standard : ISO 22000:2018
Scope : Activities pertaining to cutting and packing of Cinnamon quills and pieces
Objective : To determine compliance of the FSMS with the requirements of ISO 22000:2018
Date of audit : 15.10.2021

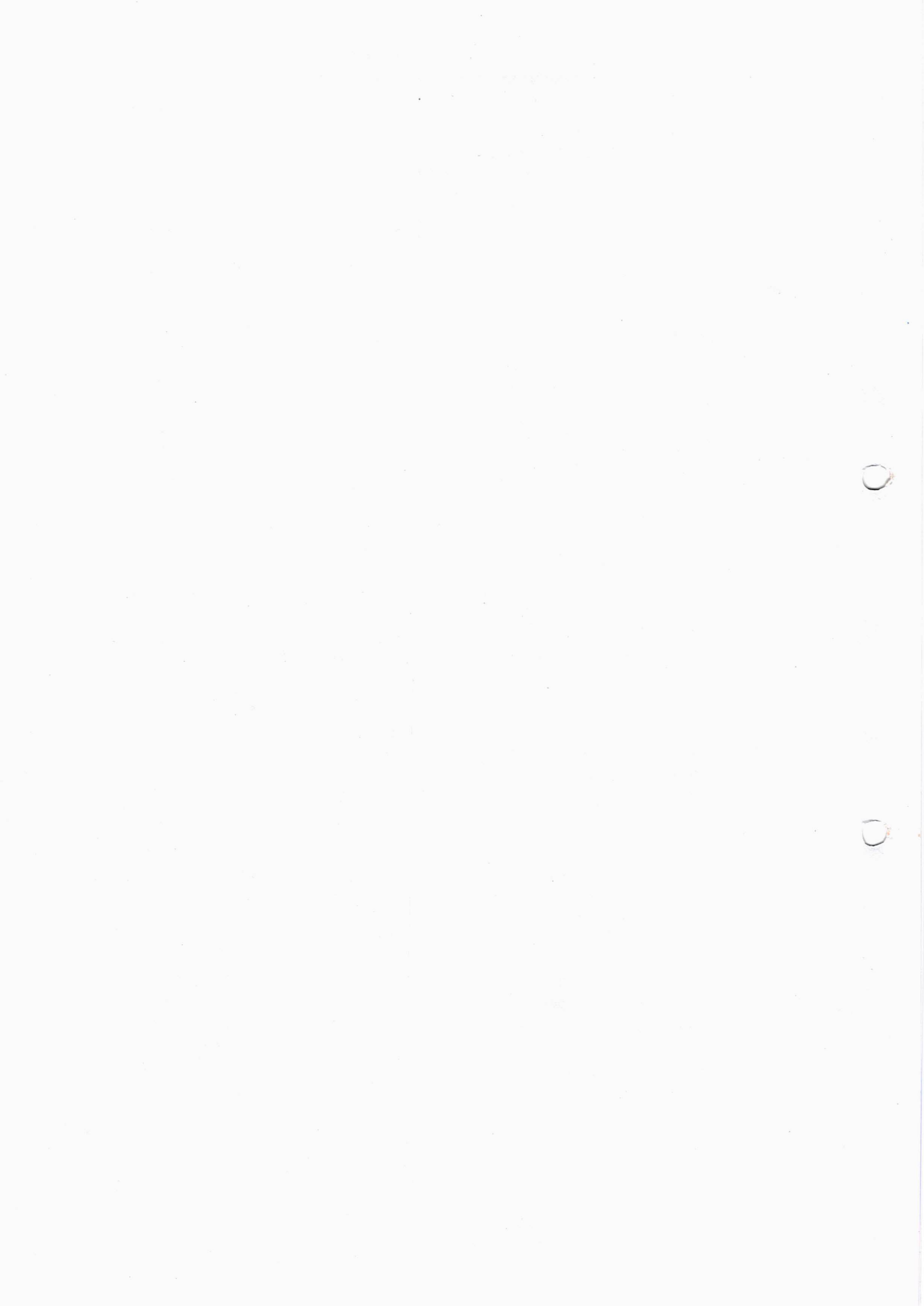
Audit team :

Ms. Buddhika Sajeewani (BS) Team Leader

1000 h – 1045 h Opening meeting
 1045 h – 1100 h Review of documents & Adequacy audit findings
 1100 h – 1115 h Tea Break
 1115 h – 1200 h Brief visit to the site

TIME	Management	Management
1200 h -1230 h	Understanding the Organization and its context (4.1) Understanding the needs and expectation of interest parties (4.2) Determining the scope of FSMS (4.3) FSMS and its Processes (4.4)	Leadership and commitment (5.1) Policy (5.2) Organizational roles, responsibilities and authorities (5.3)
	BS	BS
1230 h – 1300 h	Management/ Production	Management/ Production
	Actions to address risks and opportunities (6.1) Objectives of the FSMS and planning to achieve them (6.2) Planning of changes (6.3)	Operational planning and control (8.1) Emergency preparedness and response (8.4) Hazard control (8.5)
	BS	BS
1300 h – 1330 h	LUNCH	
1330 h – 1415 h	HR/Management	Management/ Production
	Resources (7.1) Competence (7.2) Awareness (7.3) Communication (7.4) Documented information (7.5)	Updating the information specifying the PRPs and the hazard control plan (8.6) Control of monitoring & measuring (8.7)
	BS	BS
1415 h – 1500 h	Management/ Production	Management/ Production
	Prerequisite programs (8.2) Traceability system (8.3)	Verification related to PRPs and hazard control plan (8.8) Control of product and process nonconformities (8.9)
	BS	BS
1500h – 1600 h	Management	Management/ Production
	Monitoring, measurement, analysis and evaluation (9.1) Internal Audit (9.2) Management review (9.3)	Nonconformity and corrective action (10.1) Continual improvement (10.2) Update to the food safety management system (10.3)
	BS	BS

1600 h -1615 h Auditors' review
 1615 h – 1645 h Closing Meeting



Tharindu

From: Tharindu Hettiarachchi [mailto:tharindu@indexpo.lk]
Sent: Monday, October 10, 2021 01:15 PM
To: 'slaspice01@gmail.com'
Cc: 'aruna@indexpo.lk'; 'Buddika@indexpo.lk'
Subject: SLA Spice – ISO 22000:2018 Stage I Audit plan and safety guideline
Attachments: Audit plan- Stage I – SLA Spice.pdf; SAFETY GUIDELINE FOR THE AUDITS.PDF

Dear Mr. Rajitha,

Please note that stage I audit of ISO 22000:2018 audit has been scheduled on 15th of October 2021.

And also please find the Audit plan and safety guideline attached herewith. If there are any objections with regard to any of the issues or for any information / clarification, please feel free to contact our Certification Manager (Ms. Buddhika Sajeewani) immediately. Otherwise please confirm the audit plan.

Thank you!

Warm Regards,



Tharindu Hettiarachchi
Technical Executive

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