



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

Name of Organization: Lanka Soil Coir Substrates (Pvt) Ltd.

NC No. : 01 of 02

Section : Monitoring & measuring

Team Leader : Isuru Illangakoon

Relevant Standard : ISO 9001:2015.

Auditor : Promila Jayarajh

Relevant Clause : 7.1.5.2.a

Date of audit: 2023/09/14

Relevant company document :

Non-conformity detected:

Category: Major/Minor

The process of measurement traceability is not effective.

Eg: The moisture analyzer has not been calibrated/verified at specif defined interval.

[Signature]
Auditor

[Signature]
Team Leader

[Signature]
Auditee

Correction:

ඉහත පැවිච්චි කරන Moisture meter සෙත් ගන්නා ලද්දේ කොපමණ අවස්ථා සඳහා ලද Moisture meter සෙත් ගන්නා ලද්දේ කොපමණ කලට වැඩිදීම. සෙත් ගන්නා Moisture meter වල පුද්ගලික කඩ පුව සුභා ගුණිතය ගුණිතය.

[Signature]
Auditee

2023/09/15
Date

Root cause for Non-conformity:

Moisture meter වල කැබලි සමය තහවුරු කර ගැනීම සඳහා අවස්ථා Moisture Meter සෙත් තහවුරු වීම.

[Signature]
Auditee

2023/09/15
Date

Doc. No. : QP-18-F-01

Issue No. : 07
Rev No : 00

Issue Date : 2018-01-02
Rev Date : 00

Reviewed and approved by : Director

Issued by Management Representative



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

Name of Organization: Lanka Soils Coir Substrates (Pvt) Ltd

NC No. : 02 of 02

Section : Document Control.

Team Leader: Isuru Illangakoon

Relevant Standard : ISO 9001:2015

Auditor :

Relevant Clause : 7.5.3.2

Date of audit: 2023/09/14.

Relevant company document :

Non-conformity detected: Category : Major/Minor

The process of document control is not effective.

Eg: Master list
 Work instruction for order.

_____	I. S. U. R. U. Team Leader	_____ Auditee
Auditor	Team Leader	Auditee

Correction:
 Master List හා work instruction for order sheet ආසන්නයේ නිදසාර්ථකව විසින් පුරුස්තර කෙරුණ අවස්ථාවලදී මෙම මුද්‍රණය කරන ලද නිසා එහි අඩුපාඩම්වලින් විසින් පුරුස්තර කිරීමට කටයුතු කරමි.

_____	2023/09/15 Date
Auditee	Date

Root cause for Non-conformity:
 Master List හා work instruction for order sheet ආසන්නයේ පවතින අවස්ථාවලදී මෙම මුද්‍රණය කරන ලද නිසා එහි අඩුපාඩම්වලින් විසින් පුරුස්තර කිරීමට කටයුතු කරමි.

_____	2023/09/15 Date
Auditee	Date

Doc. No. : QP-18-F-01
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Reviewed and approved by: Director Page 01 of 02

LANKA SOILS COIR SUBSTRATE (PVT) LTD

Supplier Name :-


Use Moisture Meter Reading	New Moisture Meter Reading	Meter Reading Verification
20	20	0
20	20	
20	20	


Supplier Name :-

Use Moisture Meter Reading	New Moisture Meter Reading	Meter Reading Verification
20	20	0
20	20	
20	20	

Supplier Name :-

Use Moisture Meter Reading	New Moisture Meter Reading	Meter Reading Verification
20	20	0
20	20	
20	20	


 Checked By
 (Production Manager)
 Revision No: 001
 Issue No: 01
 Reviewed by: Director


 Approved By
 (Director)
 Revision Date: 15/09/2023
 Issue Date: 15/09/2023
 Approved by: Managing Director

ISO 9001-2015 MASTER LIST - 2023

HR DEPARTMENT

- 01. LSCS-HR-001 Order Instructions
 - 02. LSCS -HR-002 Training Plan
 - LSCS -HR-003 Training Attendance sheet
 - LSCS -HR-004 Training Evaluation Record
 - 03. LSCS -HR-005 Objectives and Targets
 - 04. LSCS -HR-006 Suppliers List
 - LSCS-HR-007 Supplier Evaluation Report
 - 05. LSCS-HR-008 Suppliers List
 - LSCS-HR-009 Supplier Evaluation Report
 - 06. LSCS-HR-010 Corrective Action record
 - 07. LSCS-HR-011 NON Conformance Record
- } Raw Materials
- } Packing Materials

MAINTENANCE DEPARTMENT

- 01. LSCS-MT-001 Machine Maintenance Record
- 02. LSCS-MT-002 Machine Brake Down Record (Daily)
- 03. LSCS-MT-003 Calibrations Verification Record
- 04. LSCS-MT-004 Internal Verification Record (Weekly)

PRODUCTION DEPARTMENT

- 01. LSCS-PR-001 Raw Materials Unloading Traceability Record
- 02. LSCS-PR-002 Raw Materials Dispatch Record for the Production
- 03. LSCS-PR-003 Raw Materials Mix Percentage Check List
- 04. LSCS-PR-004 Daily Production Record
- 05. LSCS-PR-005 Reject and Waste Analysis Record
- 06. LSCS-PR-006 Shipment Loading Check List
- 07. LSCS-PR-007 Packing List
- 08. LSCS-PR-008 Loading Plan
- 09. LSCS-PR-009 Loading Details Report
- 10. LSCS-PR-010 Accident Record

QUALITY DEPARTMENT

- 01. LSCS-QC-001 Incoming Inspection Record (Raw Materials)
- 02. LSCS-QC-002 Incoming Inspection Record (Packing Materials)
- 03. LSCS-QC-003 Production Quality Inspection Record (Daily)
- 04. LSCS-QC-004 Bag Cutting Inspection Record
- 05. LSCS-QC-005 Quality Inspection of Complete Pallets
- 06. LSCS-QC-006 Sticker Record
- 07. LSCS-QC-007 Quality Report
- 08. LSCS-QC-008 Customer Complain
- 09. LSCS-QC-009 Customer Satisfaction Record

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 Checked By
(Production Manager)

Revision No: 001
 Issue No: 01
 Reviewed by: Director

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 Approved By
(Director)

Revision Date: 15.09.2023
 Issue Date: 15.09.2023
 Approved by: Managing Director

නිෂ්පාදනයේ නම -
 කලවම - කැලි -
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 මුළු කැට ගණන -
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 Checked By
 (Production Manager)
 Revision No: 001
 Issue No: 01
 Reviewed by: Director

.....
 Approved By
 (Director)
 Revision Date: 15.09.2023
 Issue Date: 15.09.2023
 Approved by: Managing Director

Order Instruction

Order No And Order Date		
Expanded Size Of The Product		
Dry Size Of The Product		
Mould Size		
Bag Size		
Bag Sealing Length		
Bag Cutting Sheet Dimension		
Bag Cutting Sheet Approval	Signatures _____	
Diagram Approval	Signatures _____	
Raw Material Mixture		
EC / Moisture / Fcl		
Weight Per Slab		
Order Quantity		
Ordered Extra Bags		
Pallet Base Size / No Of Pallets		
No Of Pcs /01 Pallet		
Sticker Range		
Extra Bundle		
Pallet Mark		
No Of Containers		
Grow Bags Weight (Raw Materials)		
Pallet Weight		
Cut Bag Weight		
Card Board Weight		
Total Weight Of The Container		
Discussed Date		
Production Starting Date / Finishing Date	Price per cut	
Plant Holes	Price per cut	
Drain Holes	Cut code :	
Dripper Holes	REMARKS	
Packing Material Availability	Pallet Base	
	Pallet Certificate	
	Printed Bags	
	Printed Strapping Roll	
	Stretch Films	
	Corner Board, Cardboard	
	Stickers	
Black Polythene		
Expected Date For Delivery		
Shipment Loading Date		

Prepared By
(Office Executive)
Revision No: 00
Issue No: 01
Reviewed by: Director

Checked By
(Production Manager)

Approved By
(Managing Director)
Revision Date: 00
Issue Date: 15-09-2022
Approved by: Managing Director