

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

Name of the organization: Asian Chill Equipment (Pvt) Ltd
Assessment site: No.654/10, Industrial Estate, Golumadama Junction, Rathmalana.
Type of audit: Stage I
Applicable standard: ISO 9001 : 2015
Scope: Design and manufacture of Food display cabinet's kitchen equipment
Objective: To determine compliance & readiness of the QMS with the requirements of ISO 9001:2015
Date of audit: 2017-09-30

Audit Team

<u>Name</u>	<u>Position</u>
Mr. D.N.S.Kuruppumullage (DNSK)	Team Leader
Ms. Chalani Jayasuriya (CJ)	Team Member

0930 h – 1000 h Review of documents
 1000 h – 1030 h Opening meeting
 1030 h – 1045 h Tea Break

Time	Management	Management/HR
1045 h - 1200 h	Understanding the Organization and its context (4.1) Understanding the needs and expectation of interest parties (4.2) Determining the scope of QMS (4.3) QMS and its Processes (4.4)	Resources (7.1) General (7.1.1) People (7.1.2) Infrastructure (7.1.3) Environment for the operation of processes (7.1.4) Monitoring & measuring recourses (7.1.5) Organizational knowledge (7.1.6)
	DNSK	CJ
1200 h – 1300 h	Management Leadership and commitment (5.1) Customer focus (5.1.2) Policy (5.2) Organizational roles, responsibilities and authorities (5.3)	Management/HR Competence (7.2) Awareness (7.3) Communication (7.4) Documented information (7.5) Monitoring, measurement, analysis and evaluation (9.1)
	DNSK	CJ
1300 h – 1345 h	LUNCH	
	Management	Sales/Management
1345 h – 1500 h	Actions to address risk & Opportunities (6.1) Quality objectives & Planning to achieve them (6.2) Planning of changes (6.3)	General (9.1.1) Customer satisfaction (9.1.2) Analysis and evaluation (9.1.3) Internal Audit (9.2) Management Review (9.3)
	DNSK	CJ
1500 h– 1630 h	Management/Process Operational planning & control (8.1) Requirements for products & services (8.2)	Management/Process General (10.1) Nonconformity and corrective action (10.2) Continual improvements (10.3)

Doc. No. : QP-05-PL-04

Issue No. : 06

Issue Date : 2017-03-21

Revision No: 00

Revision Date: --

Reviewed and approved by : Director

Issued by : Management Representative

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

Design & Development of products & Services (8.3) Control of externally provided processes, products & Services (8.4) Production & service provision (8.5) Release of products & services (8.6) Control of nonconforming outputs (8.7)	
DNSK	CJ

1630 h -1645 h Auditors' review

1645 h – 1715 h Closing meeting (Confirmation of Scope/ Use of logo/ Handing over of report)

Doc. No. : QP-05-PL-04

Issue No. : 06

Issue Date : 2017-03-21

Revision No: 00

Revision Date: --

Reviewed and approved by : Director

Issued by : Management Representative