



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

Name of Organization:

NC No. : of

Section :

Team Leader :

Relevant Standard :

Auditor :

Relevant Clause :

Date of audit :

Relevant company document :

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Non-conformity detected:

Category : Major/Minor

.....  
Auditor

.....  
Team Leader

.....  
Auditee

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Correction:

.....  
Auditee

.....  
Date

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Root cause for Non-conformity:

.....  
Auditee

.....  
Date



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

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Corrective action:

Date of completion:

.....  
Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

.....  
Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date



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

Name of Organization:

NC No. : 01 of 06

Section :

Team Leader :

Relevant Standard :

Auditor :

Relevant Clause :

Date of audit :

Relevant company document :

Non-conformity detected:

Category : Major/Minor

.....  
Auditor

.....  
Team Leader

.....  
Auditee

Correction:

\* Inform to HR Manager for take action, upload to website and make a display inside of the Company.

  
.....  
Auditee

.....  
Date

Root cause for Non-conformity:

\* It's not review in the meetings and not inform to executive levels.

  
.....  
Auditee

.....  
Date



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

Corrective action:

Date of completion:

- \* Print the banner and display ~~it~~ in side of the workshop.
- \* Display the all notice board in the workshop.
- \* Upload to the ~~website~~ in company website.

.....  
Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

.....  
Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date



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

Name of Organization:

NC No. : 02 of 06

Section :

Team Leader :

Relevant Standard :

Auditor :

Relevant Clause :

Date of audit :

Relevant company document :

Non-conformity detected:

Category : Major/Minor

.....  
 Auditor

.....  
 Team Leader

.....  
 Auditee

Correction:

1. Inform to HR Manager for take a action.

.....  
 Auditee

.....  
 Date

Root cause for Non-conformity:

1. Not in the procedure inside of the Company, when joining the new employees, to give the documents of their job and responsibilities.

.....  
 Auditee

.....  
 Date



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

Corrective action:

Date of completion:

1. Distribute the JD to all employees.

.....  
Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

.....  
Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date



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

Name of Organization:

NC No. : 03 of 06

Section :

Team Leader :

Relevant Standard :

Auditor :

Relevant Clause :

Date of audit :

Relevant company document :

Non-conformity detected:

Category : Major/Minor

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 Auditor

.....  
 Team Leader

.....  
 Auditee

Correction:

\* Discuss with the M/D.

.....  
 Auditee

.....  
 Date

Root cause for Non-conformity:

\* Only had made in soft copy and it was missing in hard of computer.

.....  
 Auditee

.....  
 Date



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

Corrective action:

Date of completion:

- \* Every soft copies need to be copy in external hard disk.
- \* All copies take a print and ~~all~~ collected in accordance to the site attached

.....  
Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

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Auditor

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Date

Effectiveness of corrective action:

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Auditor

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Date

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

Name of Organization:

NC No. : 04 of 06

Section :

Team Leader :

Relevant Standard :

Auditor :

Relevant Clause :

Date of audit :

Relevant company document :

Non-conformity detected:

Category : Major/Minor

.....  
Auditor

.....  
Team Leader

.....  
Auditee

Correction:

\* Develop the form for all measuring equipment to record the calibration

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Auditee

.....  
Date

Root cause for Non-conformity:

\* Does not aware of the procedure

.....  
Auditee

.....  
Date



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

Corrective action:

Date of completion:

\* Fundamentally Calibrated and recorded.

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Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

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Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date



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

Name of Organization:

NC No. : 05 of 06

Section :

Team Leader :

Relevant Standard :

Auditor :

Relevant Clause :

Date of audit :

Relevant company document :

Non-conformity detected:

Category : Major/Minor

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 Auditor

.....  
 Team Leader

.....  
 Auditee

Correction:

.....  
 Auditee

.....  
 Date

Root cause for Non-conformity:

\* Lack of Awareness.

.....  
 Auditor

.....  
 Date



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

Corrective action:

Date of completion:

\* Analyse the data.

.....  
Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

.....  
Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date



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

Name of Organization:

NC No. : 06 of 06

Section :

Team Leader :

Relevant Standard :

Auditor :

Relevant Clause :

Date of audit :

Relevant company document :

Non-conformity detected:

Category : Major/Minor

.....  
 Auditor

.....  
 Team Leader

.....  
 Auditee

Correction:

\* Audit schedule will be covered in every clause and section.

  
 .....  
 Auditee

.....  
 Date

Root cause for Non-conformity:

\* lack of Awareness.

.....  
 Auditee

.....  
 Date



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

Corrective action:

Date of completion:

\* Create shcedule for covered in every class and section.

.....  
Auditee

.....  
Date

Verification of corrective action:

NC Closed/Open

.....  
Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date

**INDEXPO CERTIFICATION LIMITED**  
**INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME**  
**SURVEILLANCE AUDIT REPORT – ISO 9001:2015**

22. MAJOR NON-CONFORMITIES: none

23. MINOR NON-CONFORMITIES: six

1. Quality policy has not communicated to all levels of the organization (NCR 01)
2. Roles and responsibilities are not adequately communicated within the organization. Some staff employees do not know their roles and responsibilities. (NCR 02)
3. Company does not have the plans to achieve quality objectives (NCR 03)
4. Monitoring and measurement resources are not calibrated .ex. measuring tapes (NCR04)
5. Data and information collected on QMS processes are not adequately analysed for customer satisfaction (NCR 05)
6. There is no evidence that the last internal audit covered all the processes in QMS. (NCR 06)

24. OPPORTUNITIES FOR IMPROVEMENT:

1. Electrical trip switches have not been checked in regular intervals to ensure the working condition. (OB 01)

25. CONCLUSION FROM THE AUDIT TEAM:

(Strike off which is not relevant)

~~1. Quality policy has not communicated to all levels of the organization.~~  
2. Roles and responsibilities are not adequately communicated within the organization. The audit team concludes that the organization has / has not established and maintained its management system in line with the requirements of the standard and demonstrated the ability of the system to systematically achieve agreed requirements for products / services within the scope of the organization's policy and objectives.

Therefore the audit team recommends that, based on the results of this audit and the demonstrated state of development and maturity, management system certification be:

Granted / continued the certification subjected to the completion and subsequent verification of corrective action for all major/minor non conformities raised / Suspend until satisfactory action is completed.

ANY OTHER COMMENTS:

  
SIGNATURE OF LEAD AUDITOR

...2018-12-01...  
DATE

NP: QP-11-5-04      ISSUE NO.: 04  
Rev No:01  
Reviewed and approved by : Director

ISSUE DATE : 2017-08-10  
Rev Date:2018-04-10  
Issued by : Management Representative  
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