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

Name of the organization: Sarasavi Industries (Pvt) Ltd.
Assessment site: No 375/1B, High level road, Makumbura, Pannipitiya.
Type of audit: Stage I
Applicable standard: ISO 9001 : 2015
Scope: Manufacturing, packing and supply of socks, tights.

Objective: To determine compliance & readiness of the QMS with the requirements of ISO 9001:2015
Date of audit: 2023.05.19

Audit Team

Name	**Position**
Mr. D.N.S Kuruppumullage (DNSK)	Team Leader
Mr. Aruna Amaradasa (AA)	Team Member

0900 h – 0915 h Opening meeting
0915 h – 0930 h Tea Break

Time	Management	Management/HR
0930 h - 1100 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) Organizational knowledge (7.1.6)
	AA	DNSK
1100 h – 1230 h	**Management**	**Sales/HR**
	Leadership and commitment (5.1) Customer focus (5.1.2) Policy (5.2) Organizational roles, responsibilities and authorities (5.3) Documented information (7.5)	Competence (7.2) Awareness (7.3) Communication (7.4) Monitoring, measurement, analysis and evaluation (9.1) Customer satisfaction (9.1.2) Analysis and evaluation (9.1.3)
	AA	DNSK
1230 h – 1315 h	**LUNCH**	
	Management/Process	**Management/Process**
1315 h – 1430 h	Actions to address risk & Opportunities (6.1) Quality objectives & Planning to achieve them (6.2) Planning of changes (6.3) Management Review (9.3) Internal Audit (9.2)	Operational planning & control (8.1) Requirements for products & services (8.2) Design & Development of products & Services (8.3)
	AA	DNSK
1430 h– 1630 h	**Management/Process**	**Management/Process**
	General (10.1) Nonconformity and corrective action (10.2) Continual improvements (10.3)	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) Monitoring & measuring recourses (7.1.5)
	AA	DNSK

1630 h -1645 h Auditors' review
1645 h – 1715 h Closing meeting (Confirmation of Scope/ **Use of logo**/ Handing over of report)