



IND-EXPO CERTIFICATION LIMITED  
 INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
 ATTENDANCE RECORD

OPENING MEETING

Stage I / Stage II / Final Assessment / Surveillance / Recertification / Witness Audit /  
 Special Audit

Name of the Organization ..... Helfold Estate .....

Date of Assessment: ..... 20.03.19 .....

	NAME OF ATTENDEE	DESIGNATION	DEPT./SECTION	SIGNATURE
1	G. Gunarajam	factory officer		<i>[Signature]</i>
2	A. Edward.	Gen. Asst. Factory officer		<i>[Signature]</i>
3	Ruwan Ratnayake	Asst. Secy		<i>[Signature]</i>
4	M. D. Dharmasiri	Asst. Factory officer		<i>[Signature]</i>
5	P. Vinodh Prabhu	Asst. Factory officer		<i>[Signature]</i>
6	Mr. R. Pathmanathan	Gen. Asst. - P/O		<i>[Signature]</i>
7	Isuru Dlangakoon	ILC	Ind-expo	<i>[Signature]</i>
8	Anuruddha Yasas	T/M	"	<i>[Signature]</i>
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Issue No : 05

Issued Date : 2016.08.03

Rev No : 00

Rev Date : 00

Reviewed & Approved By : Director

Issued by : Management Representative

CLOSING MEETING

Stage I/ Stage II/ Final Assessment/ Surveillance/Recertification/Witness Audit/  
Special Audit

Name of the Organization ..... Henfold Estate .....

Date of Assessment: ..... 2023.10.9 .....

NAME OF THE ATTENDEE	DESIGNATION	DEPT./SECTION	SIGNATURE
1 S.H. Pethangoda	D/Manager	Henfold Estate	[Signature]
2 T. Gunaratnam	Factory Officer	Henfold Estate	[Signature]
3 A. Edward	Snr. Asst. Factory Officer	Slating/ Paving	[Signature]
4 Dhanu siri Pr-	A. P.uty offic	G. LEAD U	D. S. Pr
5 Mr. R. Pathmanabhan	G. Asst. F/O	Fireing	[Signature]
6 P. Vinooth prabu	J. Asst F/O	withorng	[Signature]
7 Isury Ilangakoon	T/L	Ind-expo	[Signature]
8 Anuruddha Yasas	T/M	" "	[Signature]
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