



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

Name of Organization: Toronto Engineering (Pvt) Ltd

NC No. : 01 of 03

Section : Management

Team Leader : Mr. D.N.S.Kuruppumullage

Relevant Standard : ISO 9001:2015

Auditor : Ms.S.P.Buddhika Sajeewani

Relevant Clause : 7.1.5

Date of audit : 04.12.2019

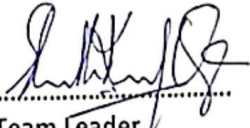
Relevant company document :


Non-conformity detected:

Category : ~~Major~~/Minor

Although the calibration has been carried out for venire calliper, calibration report was not available at the time of audit. ( TOR/MS/TL/0001)

  
 Auditor

  
 Team Leader

  
 Auditee

Correction:

Requested to mail the reports. from calibration institute.

Evidence - Sample reports of calibrated tools.


Eg TOR/MS/TL/005  
 TOR/EW/TL/001

  
 Auditee

22/02/20  
 Date

Root cause for Non-conformity:

Delay of calibration body

  
 Auditee

22/02/20  
 Date

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

Issue No. : 07

Issue Date : 2018-01-02

Issued by Management Representative

Issued by Management Representative




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

Corrective action:

Date of completion:

Decided to get calibrated tools a month before calibration

  
.....  
Auditee

22/02/20  
.....  
Date

Verification of corrective action:

NC Closed/Open

.....  
Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date



**INDUSTRIAL  
CALIBRATIONS AND  
SERVICES CENTER (PVT.) LTD.**

ICSC Reg No: PV 70135  
Acc. No : CL 008 -01

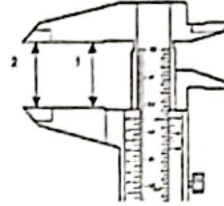
36/1, Siddhamulla,  
Piliyandala, Sri Lanka.  
Phone :+94 11 2052233 / +94 11 4277084  
Web : lcsclk.com Email : sales@lcsclk.com



| Calibration Report  |   |                      |   |
|---|---|----------------------|---|
| Report No   | C-2019-12529  | Page                 | 01 of 02  |
| Date of Calibration   | 2019-12-02  | Next Calibration*    | 2020-12-01  |
| Ambient Temperature   | 25 °C ± 1 °C  |                      |   |
| Client  | Toronto Engineering (Pvt) Ltd,<br>No 2A, Weboda Estate,<br>Weboda |                      |   |
| Item  | Vernier Caliper   |                      |   |
| Description of unit under test  | Make  | TOWN                 |   |
|   | Model   | -                    |   |
|   | Serial No/ ID   | - / TOR/MS/TL/0005   |   |
|   | Range   | 0 - 300 mm           |   |
|   | Division  | 0.05 mm              |   |
| Location Of Examined  | ICSC Lab  |                      |   |
| <b>Measurement Traceability</b>   |   |                      |   |
| The Measurements are traceable to NABL Accredited Laboratory of India via following working standard(s) |   |                      |   |
| Standard  | Certificate number  | Calibration Due Date | Calibration Authority                                       |
| Slip Gauge Set  | 5553  | 2021-10-12           | NABL Accredited Laboratory India<br>Certificate No : C-0057 |
| <b>Identification of Measuring Locations</b>  |   |                      |   |
|   |   |                      |   |
| External Measurement  | Table 01  |                      |   |
| Units of Measurement  | mm  |                      |   |

**TEST RESULTS**

| Reference Nominal Reading<br>(mm) | External Measurement |            |
|-----------------------------------|----------------------|------------|
|                                   | Test Reading (mm)    |            |
|                                   | Location 1           | Location 2 |
| 0                                 | 0 00                 | 0 00       |
| 30                                | 30 00                | 30 00      |
| 60                                | 60 00                | 60 00      |
| 90                                | 90 00                | 90 00      |
| 120                               | 120 00               | 120 00     |
| 150                               | 150 00               | 150 00     |
| 180                               | 180 00               | 180 00     |
| 210                               | 210 00               | 210 00     |
| 240                               | 240 00               | 240 00     |
| 270                               | 270 00               | 270 00     |
| 300                               | 300 00               | 300 00     |



Measurement Uncertainty  $\pm 0.02$  mm

The Standard uncertainty of measurement multiplied by the coverage factor  $K = 2$  which for a normal distribution corresponds to a coverage probability of approximately 95 %

Calibration performed & report prepared by

Dhananjaya Ranaweera  
Calibration Engineer

- This report should not be reproduced except in full without the written approval from the Technical Manager of Industrial Calibration & Services Center.
- This Certificate refers only to particular item submitted & results observed at the time of calibration
- \* Next calibration date as per the customer request

Technical Manager

Director

Date Of Receipt Of Instrument 2019-11-26

RV. 01, 2019/05/01, QP 03D-Caliper, ISSUE-01

Director

INDUSTRIAL CALIBRATION & SERVICES  
CENTRE (PVT) LTD  
CIN 110100120190135



| CALIBRATION REPORT - DIGITAL MULTIMETER |  |                   |   |
|---|--|-------------------|---|
| Report No                               | C-2019-12511   | Page              | 01 of 05                                |
| Date of Calibration                     | 2019-12-02   | Next Calibration* | 2020-11-30                              |
| Temperature of test                     | 25 °C ± 1°C  |                   |   |
| Client                                  | Toronto Engineering (Pvt) Ltd<br>No 2A, Weboda Estate,<br>Weboda.        |                   |   |
| Item                                    | Digital Multimeter   |                   |   |
| Make                                    | Fluke  | Serial No         | -                                       |
| Model                                   | 179  | ID No             | TOR/EW/TL/0001                          |
| Method of test                          | Device under test was compared with a multi function calibration device. |                   |   |
| Traceability                            |  |                   |   |
| Standard                                | Certificate Number   | Due Date          | Calibration Authority                   |
| Multifunction calibrator                | M 06/07 (2016-2017)  | 2021-06-11        | Zeal Services India NABL Accredited Lab |
| Decade Resistance Box                   | M 06/08 (2016-2017)  | 2021-06-15        | Zeal Services India NABL Accredited Lab |
| Parameter                               | DC Volts   |                   |   |
|   | Range  | 0 to 600 mv       |   |
|   | Division   | 0.1 mv            |   |
|   | True reading   | Indicated reading | Correction*<br>Uncertainty *            |
|   | 50.0   | 49.9              | 0.1                                     |
|   | 100.0  | 99.9              | 0.1                                     |
| 200.0                                   | 200.1  | -0.1              | 0.13                                    |
| 400.0                                   | 400.3  | -0.3              |   |
| 500.0                                   | 500.3  | -0.3              |   |
| Parameter                               | DC Volts   |                   |   |
|   | Range  | 0 to 6 v          |   |
|   | Division   | 0.001 v           |   |
|   | True reading   | Indicated reading | Correction*<br>Uncertainty *            |
|   | 0.500  | 0.500             | 0.000                                   |
|   | 1.000  | 1.000             | 0.000                                   |
| 2.000                                   | 2.003  | -0.003            | 0.013                                   |
| 4.000                                   | 4.003  | -0.003            |   |
| 5.000                                   | 5.004  | -0.004            |   |

| Report No. |              | C-2019-12511 |                   | Page   |             | 02 of 05 |              |  |
|------------|--------------|--------------|-------------------|--------|-------------|----------|--------------|--|
| Parameter  | DC Volts     |              |                   |        |             |          |              |  |
|            | Range        |              | 6 to 60 v         |        |             |          |              |  |
|            | Division     |              | 0.01 v            |        |             |          |              |  |
|            | True reading |              | Indicated reading |        | Correction* |          | Uncertainty* |  |
|            | 7.00         |              | 7.01              |        | -0.01       |          | 0.018        |  |
|            | 10.00        |              | 10.01             |        | -0.01       |          |              |  |
| 20.00      |              | 20.02        |                   | -0.02  |             |          |              |  |
| 40.00      |              | 40.06        |                   | -0.06  |             |          |              |  |
| 50.00      |              | 50.08        |                   | -0.08  |             |          |              |  |
| Parameter  | DC Volts     |              |                   |        |             |          |              |  |
|            | Range        |              | 60 to 600 v       |        |             |          |              |  |
|            | Division     |              | 0.1 v             |        |             |          |              |  |
|            | True reading |              | Indicated reading |        | Correction* |          | Uncertainty* |  |
|            | 70.0         |              | 70.2              |        | -0.2        |          | 0.59         |  |
|            | 100.0        |              | 100.5             |        | -0.5        |          |              |  |
| 200.0      |              | 200.7        |                   | -0.7   |             |          |              |  |
| 400.0      |              | 401.9        |                   | -1.9   |             |          |              |  |
| 500.0      |              | 502.3        |                   | -2.3   |             |          |              |  |
| Parameter  | DC Volts     |              |                   |        |             |          |              |  |
|            | Range        |              | 600 to 1000 v     |        |             |          |              |  |
|            | Division     |              | 1 v               |        |             |          |              |  |
|            | True reading |              | Indicated reading |        | Correction* |          | Uncertainty* |  |
|            | 700          |              | 703               |        | -3          |          | 1.2          |  |
|            | 750          |              | 754               |        | -4          |          |              |  |
| 800        |              | 804          |                   | -4     |             |          |              |  |
| 850        |              | 854          |                   | -4     |             |          |              |  |
| 900        |              | 904          |                   | -4     |             |          |              |  |
| Parameter  | AC Volts     |              | Test Frequency    |        | 50 Hz       |          |              |  |
|            | Range        |              | 0 to 600 mv       |        |             |          |              |  |
|            | Division     |              | 0.1 mv            |        |             |          |              |  |
|            | True reading |              | Indicated reading |        | Correction* |          | Uncertainty* |  |
|            | 50.0         |              | 49.8              |        | 0.2         |          | 1.6          |  |
|            | 100.0        |              | 101.5             |        | -1.5        |          |              |  |
| 200.0      |              | 200.9        |                   | -0.9   |             |          |              |  |
| 400.0      |              | 401.4        |                   | -1.4   |             |          |              |  |
| 500.0      |              | 501.3        |                   | -1.3   |             |          |              |  |
| Parameter  | AC Volts     |              | Test Frequency    |        | 50 Hz       |          |              |  |
|            | Range        |              | 0.6 to 6 v        |        |             |          |              |  |
|            | Division     |              | 0.001 v           |        |             |          |              |  |
|            | True reading |              | Indicated reading |        | Correction* |          | Uncertainty* |  |
|            | 0.700        |              | 0.705             |        | -0.005      |          | 0.013        |  |
|            | 1.000        |              | 1.008             |        | -0.008      |          |              |  |
| 2.000      |              | 2.011        |                   | -0.011 |             |          |              |  |
| 4.000      |              | 4.017        |                   | -0.017 |             |          |              |  |
| 5.000      |              | 5.018        |                   | -0.018 |             |          |              |  |



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Acc. No: CL 008-01

36/1, Siddhamulla,  
Piliyandala, Sri Lanka.  
Phone : +94 11 2052233 / +94 11 4277084  
Web : icsclk.com Email : sales@icsclk.com



| Report No. |              | C-2019-12511      | Page        | 03 of 05     |
|------------|--------------|-------------------|-------------|--------------|
| Parameter  | AC Volts     | Test Fequancy     |             | 50 Hz        |
|            | Range        | 6 to 60 v         |             |              |
|            | Division     | 0.01 v            |             |              |
|            | True reading | Indicated reading | Correction* | Uncertainty* |
|            | 7.00         | 7.05              | -0.05       | 0.025        |
|            | 10.00        | 10.07             | -0.07       |              |
| 20.00      | 20.12        | -0.12             |             |              |
| 40.00      | 40.19        | -0.19             |             |              |
| 50.00      | 50.21        | -0.21             |             |              |
| Parameter  | AC Volts     | Test Fequancy     |             | 50 Hz        |
|            | Range        | 60 to 600 v       |             |              |
|            | Division     | 0.1 v             |             |              |
|            | True reading | Indicated reading | Correction* | Uncertainty* |
|            | 70.0         | 70.5              | -0.5        | 0.69         |
|            | 100.0        | 100.7             | -0.7        |              |
| 200.0      | 201.3        | -1.3              |             |              |
| 400.0      | 402.9        | -2.9              |             |              |
| 500.0      | 503.6        | -3.6              |             |              |
| Parameter  | AC Volts     | Test Fequancy     |             | 50 Hz        |
|            | Range        | 600 to 1000 V     |             |              |
|            | Division     | 1 V               |             |              |
|            | True reading | Indicated reading | Correction* | Uncertainty* |
|            | 700          | 705               | -5          | 1.2          |
|            | 750          | 755               | -5          |              |
| 800        | 805          | -5                |             |              |
| 850        | 855          | -5                |             |              |
| 900        | 905          | -5                |             |              |
| Parameter  | AC Current   | Test Fequancy     |             | 50 Hz        |
|            | Range        | 0 to 6 A          |             |              |
|            | Division     | 0.001 A           |             |              |
|            | True reading | Indicated reading | Correction* | Uncertainty* |
|            | 0.500        | 0.499             | 0.001       | 0.054        |
|            | 1.000        | 1.013             | -0.013      |              |
| 2.000      | 2.010        | -0.010            |             |              |
| 4.000      | 4.039        | -0.039            |             |              |
| 5.000      | 5.016        | -0.016            |             |              |
| Parameter  | AC current   | Test Fequancy     |             | 50 Hz        |
|            | Range        | 6 to 10 A         |             |              |
|            | Division     | 0.01 A            |             |              |
|            | True reading | Indicated reading | Correction* | Uncertainty* |
|            | 7.00         | 7.03              | -0.03       | 0.074        |
|            | 7.50         | 7.51              | -0.01       |              |
| 8.00       | 8.03         | -0.03             |             |              |
| 8.50       | 8.51         | -0.01             |             |              |
| 9.00       | 8.98         | 0.02              |             |              |

| Report No |               | C-2019-12511      | Page        | 04 of 05     |
|-----------|---------------|-------------------|-------------|--------------|
| Parameter | DC current    |                   |             |              |
|           | Range         | 0 to 6            | A           |              |
|           | Division      | 0.001             | A           |              |
|           | True reading  | Indicated reading | Correction* | Uncertainty* |
|           | 0.500         | 0.498             | 0.002       | 0.014        |
|           | 1.000         | 1.003             | -0.003      |              |
|           | 2.000         | 2.004             | -0.004      |              |
|           | 4.000         | 4.004             | -0.004      |              |
|           | 5.000         | 5.004             | -0.004      |              |
|           |               |                   |             |              |
| Parameter | DC current    |                   |             |              |
|           | Range         | 6 to 10           | A           |              |
|           | Division      | 0.01              | A           |              |
|           | True reading  | Indicated reading | Correction* | Uncertainty* |
|           | 7.00          | 7.00              | 0.00        | 0.017        |
|           | 7.50          | 7.50              | 0.00        |              |
|           | 8.00          | 8.00              | 0.00        |              |
|           | 8.50          | 8.50              | 0.00        |              |
|           | 9.00          | 9.00              | 0.00        |              |
|           |               |                   |             |              |
| Parameter | DC Resistance |                   |             |              |
|           | Range         | 0 to 600          | $\Omega$    |              |
|           | Division      | 0.1               | $\Omega$    |              |
|           | True reading  | Indicated reading | Correction* | Uncertainty* |
|           | 50.0          | 50.2              | -0.2        | 0.13         |
|           | 100.0         | 100.2             | -0.2        |              |
|           | 200.0         | 200.2             | -0.2        |              |
|           | 400.0         | 400.2             | -0.2        |              |
|           | 500.0         | 500.1             | -0.1        |              |
|           |               |                   |             |              |
| Parameter | DC Resistance |                   |             |              |
|           | Range         | 0.6 to 5          | k $\Omega$  |              |
|           | Division      | 0.001             | k $\Omega$  |              |
|           | True reading  | Indicated reading | Correction* | Uncertainty* |
|           | 0.700         | 0.701             | -0.001      | 0.013        |
|           | 1.000         | 1.001             | -0.001      |              |
|           | 2.000         | 2.001             | -0.001      |              |
|           | 4.000         | 4.002             | -0.002      |              |
|           | 5.000         | 5.003             | -0.003      |              |
|           |               |                   |             |              |
| Parameter | DC Resistance |                   |             |              |
|           | Range         | 6 to 60           | k $\Omega$  |              |
|           | Division      | 0.01              | k $\Omega$  |              |
|           | True reading  | Indicated reading | Correction* | Uncertainty* |
|           | 7.00          | 7.00              | 0.00        | 0.018        |
|           | 10.00         | 10.01             | -0.01       |              |
|           | 20.00         | 20.00             | 0.00        |              |
|           | 40.00         | 40.00             | 0.00        |              |
|           | 50.00         | 50.00             | 0.00        |              |
|           |               |                   |             |              |



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Phone : +94 11 2052233 / +94 11 4277084  
Web : lcsclk.com Email : sales@lcsclk.com



| Report No.  |               | C-2019-12511      |             | Page         |  | 05 of 05 |  |
|---|---------------|-------------------|-------------|--------------|--|----------|--|
| Parameter   | DC Resistance |                   |             |              |  |          |  |
|   | Range         | 60 to 600         |             | kΩ           |  |          |  |
|   | Division      | 0.1               |             | kΩ           |  |          |  |
|   | True reading  | Indicated reading | Correction* | Uncertainty* |  |          |  |
|   | 70.0          | 70.0              | 0.0         | 0.18         |  |          |  |
|   | 100.0         | 100.1             | -0.1        |              |  |          |  |
| 200.0   | 200.2         | -0.2              |             |              |  |          |  |
| 400.0   | 400.1         | -0.1              |             |              |  |          |  |
| 500.0   | 500.4         | -0.4              |             |              |  |          |  |
| Parameter   | DC Resistance |                   |             |              |  |          |  |
|   | Range         | 0.6 to 6          |             | MΩ           |  |          |  |
|   | Division      | 0.001             |             | MΩ           |  |          |  |
|   | True reading  | Indicated reading | Correction* | Uncertainty* |  |          |  |
|   | 0.700         | 0.701             | -0.001      | 0.013        |  |          |  |
|   | 1.000         | 1.000             | 0.000       |              |  |          |  |
| 2.000   | 2.000         | 0.000             |             |              |  |          |  |
| 4.000   | 3.998         | 0.002             |             |              |  |          |  |
| 5.000   | 5.000         | 0.000             |             |              |  |          |  |
| Parameter   | DC Resistance |                   |             |              |  |          |  |
|   | Range         | 6 to 60           |             | MΩ           |  |          |  |
|   | Division      | 0.01              |             | MΩ           |  |          |  |
|   | True reading  | Indicated reading | Correction* | Uncertainty* |  |          |  |
|   | 7.00          | 7.01              | -0.01       | 0.018        |  |          |  |
|   | 10.00         | 9.76              | 0.24        |              |  |          |  |
| 20.00   | 19.72         | 0.28              |             |              |  |          |  |
| 40.00   | 39.62         | 0.38              |             |              |  |          |  |
| 50.00   | 49.56         | 0.44              |             |              |  |          |  |
| <p>a coverage factor <math>k = 2</math> at 95 % confidence level</p> <ul style="list-style-type: none"> <li>- This report should not be reproduced except in full without the written approval from the Technical Manager of Industrial Calibration &amp; Services Center, Piliyandala.</li> <li>- This Certificate refers only to particular item submitted &amp; results observed at the time of calibration</li> <li>- * Next calibration date define as per the customer request</li> </ul> |               |                   |             |              |  |          |  |

  
S N Nuwan Kumara  
Technical Manager

  
H H Karunaratna  
Director

Director  
INDUSTRIAL CALIBRATION & SERVICES  
CENTRE (PVT) LTD  
Company Reg. PV70135



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

Name of Organization: Toronto Engineering (Pvt) Ltd

NC No.: 02 of 03

Section : Management

Team Leader : Mr. D.N.S.Kuruppumullage

Relevant Standard : ISO 9001:2015

Auditor :

Relevant Clause : 7.5.2

Date of audit : 04.12.2019

Relevant company document : Forms and formats

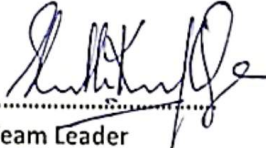
Non-conformity detected:


Category : Major/Minor

It has been observed some of the documented information not reviewed prior to use

Ex: Training evaluation summary  
 Form for performance evaluation FO/HR/03.

.....  
 Auditor

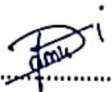
  
 Team Leader

  
 Auditee

Correction:

Reviewed the documents


Evidence :- FO/TR/03 (Training Feedback Form)  
 FO/HR/03 (Performance Appraisal form)

  
 Auditee

22/02/20  
 Date

Root cause for Non-conformity:

Documents were not been observed / reviewed prior to use

  
 Auditee

22/02/20  
 Date



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

Corrective action:

Date of completion:

Every document should be reviewed and authorized prior to use

  
.....  
Auditee

22/02/2018  
Date

Verification of corrective action:

NC Closed/Open

.....  
Auditor

.....  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date

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

Issue No : 07

Issue Date : 2018-01-02  
Issued by Management Representative



Late

| Late Records | Marks     |
|--------------|-----------|
| Above 120    | -10 marks |
| 72~120       | -5 marks  |
| 24~72        | -3 marks  |
| 1~24         | -2 marks  |
| 0            | +5 marks  |

No Pay

| No pay Days | Marks     |
|-------------|-----------|
| Above 24    | -10 marks |
| 12~24       | -5 marks  |
| 1~12        | -2 marks  |
| 0           | +5 marks  |

Accident  
(not wearing safety equipments)

| No of Accident | Marks     |
|----------------|-----------|
| Above 6        | -10 marks |
| 3~6            | -5 marks  |
| 1~3            | -2 marks  |

Increment

| Total Marks | Increments    |
|-------------|---------------|
| Marks 65~80 | 10 Increments |
| Marks 50~65 | 8 Increments  |
| Marks 35~50 | 6 Increments  |
| Marks 20~35 | 4 Increments  |
| Below 20    | No Increments |

|  |  |
|--|--|
| ලබා ගත් ලකුණු ප්‍රමාණය                           |  |
| ප්‍රමාද වී පැමිණීම                               |  |
| වැටුප් රහිත නිවාඩු                               |  |
| අනතුරු<br>(ඉරක්ෂිත උපකරණ නොපලඳා සිටීමෙන් සිදුවන) |  |
| මුළු ලකුණු ප්‍රමාණය                              |  |
| ලැබෙන වැටුප් වර්ධක ප්‍රමාණය                      |  |

|                                  |                    |
|----------------------------------|--------------------|
| Training Feedback Form (Sinhala) | Date of Revision : |
| Date of issue : June 20, 2018    | Revision: 0        |

FO/TR/03

පුහුණු ප්‍රතිචාර පත්‍රිකාව

මෙම පත්‍රිකාව පුහුණු වැඩසටහනින් සහයක් ඇතුළත එක් එක් පුද්ගලයා විසින් තනි තනිව පුරවා කාර්යාලයට භාර දිය යුතුය.

|   |  |
|---|--|
| 1. සහභාගි වූ වැඩසටහන<br>දිනය<br>කාල සීමාව |  |
| 2. සහභාගි වූ අයගේ නම<br>අංශය<br>තනතුර     |  |
| 3. පුහුණු වැඩසටහනේ නම                     |  |

(4) පුහුණුව


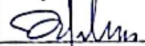
අදාළ වේ  යම් පමණකට අදාළ වේ   
 අදාළ නොවේ

(5) ලබා ගත් දැනුම ආයතනයේ දියුණුව වෙනුවෙන් යෙදවිය හැක.  ඔව් නැහැ   
 වර්තමානයේ දී  අනාගතයේ දී  කිසිදිනක යෙදවිය නොහැක

(6) මෙම සම්මන්ත්‍රණයෙන් ලබා ගත් දැනුම භාවිතය පිළිබඳ ඔබේ යෝජනා කෙටියෙන් සඳහන් කරන්න. ඔබ ආයතනයේ ක්‍රියාකාරීත්වය වැඩි දියුණු කිරීම සඳහා එය භාවිතා කළ හැක්කේ කෙසේ ද ?

සහභාගි වූ අයගේ අත්සන :

.....

|                 |   |                             |
|-----------------|---|-----------------------------|
| Prepared by: MR |  | Director HR/ISO Coordinator |
| Approved by:    |  | Director                    |

|                                  |                |
|----------------------------------|----------------|
| Training Feedback Form (Sinhala) | Revision Date: |
| Date of issue: June 20, 2018     | Revision: 0    |

**කාර්යාලීය ප්‍රයෝජනය සඳහා පමණි**

(7) සහභාගි වූවන් විසින් දැරූපත් කරන ලද යෝජනා

ක්‍රියාත්මක කරන ලදී  ක්‍රියාත්මක නොකරන ලදී

අනාගතයේ දී ක්‍රියාත්මක කිරීමට බලාපොරොත්තු වේ

(එසේ නම් ඒ කවදා ද ?.....)

(8) එම යෝජනා ක්‍රියාත්මක කළ ආකාරය

පුහුණුව ලැබූ පුද්ගලයා විසින් අනෙකුත් සේවකයන් ව පුහුණු කිරීම

නව යෝජනාව නව ක්‍රමවේදයක් යටතේ ක්‍රියාත්මක කිරීම

(9) පුහුණුව සඳහා අදාළ ලියකියවිලි ගොනු කර තිබේ ද ?

.....

(10) වෙනත් අදහස්

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 .....  
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 දිනය

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 මානව සම්පත් නිලධාරී

.....  
 අධ්‍යක්ෂක

|                 |  |
|-----------------|--|
| Prepared by: MR |  |
| Approved by: MD |  |

Name of Organization: Toronto Engineering (Pvt) Ltd

NC No.: 03 of 03

Section :

Team Leader : Mr. D.N.S.Kuruppumullage

Relevant Standard : ISO 9001:2015

Auditor : Ms. S. P. Buddhika Sajeewani

Relevant Clause : 9.2

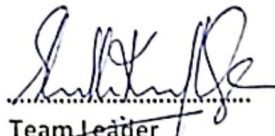
Date of audit : 04.12.2019


Relevant company document :

Non-conformity detected: \_\_\_\_\_ Category: Major/Minor

Internal audit has not been conducted according to planned interval.

  
.....  
Auditor

  
.....  
Team Leader

  
.....  
Auditee

Correction:

Executed an internal audit.

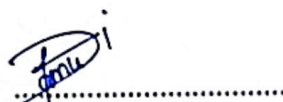
Evidence : Internal Quality Audit Summary Report (FO/IA/03)  
(16/12/19)  
Internal Audit Plan (2020) (PL/IA/01)

  
.....  
Auditee

22/02/20  
.....  
Date

Root cause for Non-conformity:

Internal audit couldn't be executed due to extreme work load of production.

  
.....  
Auditee

22/02/20  
.....  
Date

Corrective action:


Date of completion:



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

Corrective Action

Reduced the frequency of internal audits as twice per annum

  
 Auditee

22/02/20  
 Date

Verification of corrective action:

NC Closed/Open

.....  
 Auditor

.....  
 Date

Effectiveness of corrective action:

.....  
 Auditor

.....  
 Date



## Torento Engineering Pvt. Ltd.

### Internal Quality Audit Summary

1. Organization : Torento Engineering Pvt. Ltd
2. Audit Date(s) : 16/12/2019
3. Scope of Audit : Activities pertaining to Manufacturing Machines
4. Auditors : M.D.S Shantha / P.L. De Soysa
5. Audit objectives :
  - To ensure that the Management System's conforming to ISO 9001 :2015 standards
  - To ensure that the QMS is capable of achieving policy and objectives
  - To ensure that the QMS is in the process of continual improvement.

Following areas were audited and auditor's comments are as below:

- Quality Policy  
Quality Policy has been communicated well. It has been displayed in the factory premises and on the Web page and Facebook page.
- Quality Objectives  
Quality objectives were been declared

#### Quality Procedures

- Management Review  
Management review meeting has been held and Meeting minutes was obvious.
- Preventive Maintenance  
Preventive Maintenance Records Display tag, Machine Maintenance register, Machine Repair History register , List of machineries, were there as evidence .
- Calibration  
Calibration has been done .Reports and equipment calibrated can be seen.
- Production

Relevant documents for the process were evident. But it's incomplete. Material list and trial reports were not completed. The working area was untidy (Ex:- Around TOR/FAB/MAC/0023, Showroom). Scrap can be seen everywhere.

- Customer Satisfaction

Records of the Customer Satisfaction Survey and the Customer Complaints were obvious

- HR Process

Job descriptions and records of the Employee Satisfaction for year were there as evidence.

- Training Plan

Training Plan, Training evaluation summary, training feedback forms and Skill inventory were evident. But Training Plan hasn't executed as planned and Training Feedback was not effective.

- Purchasing


List of Suppliers and supplier evaluation forms are not perfect.

- Customer Property Handling

Customer Property details register is there as evidence.


### Summary of Audit Finding Non Conformities

| Process | Minor | Major |
|---------|-------|-------|
|         |       |       |
|         |       |       |

  
.....

M.D.S. Shantha

Auditor

  
.....

P.L. De Soysa

Auditor

## ANNUAL AUDIT PLAN

Year: 2020

| Process  | Month |     |     |     |     |     |     |     |     |     |     |     |
|--|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|  | Jan   | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Production                                     |       |     |     |     |     |     |     |     |     |     |     |     |
| Design & Development                           |       |     |     |     |     |     |     |     |     |     |     |     |
| QS Management                                  |       |     |     |     |     |     |     |     |     |     |     |     |
| Customer related process                       |       |     |     |     |     |     |     |     |     |     |     |     |
| Non-Conformance Management                     |       |     |     |     |     |     |     |     |     |     |     |     |
| Human resource management                      |       |     |     |     |     |     |     |     |     |     |     |     |
| Infrastructure and work environment management |       |     |     |     |     |     |     |     |     |     |     |     |
| Procurement                                    |       |     |     |     |     |     |     |     |     |     |     |     |
| Internal Audit                                 |       |     |     |     |     |     |     |     |     |     |     |     |
| Calibration                                    |       |     |     |     |     |     |     |     |     |     |     |     |
| Preventive Maintenance                         |       |     |     |     |     |     |     |     |     |     |     |     |
| Management Review                              |       |     |     |     |     |     |     |     |     |     |     |     |

Prepared By -  (Director for HR)

Reviewed By -  (Director)

Issue Date: June 20, 2018

Revision Date:

Revision No: 0