



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

Name of Organization: Toronto Engineering (Pvt) Ltd

NC No.: 01 of 02

Section: Work Shop

Team Leader: D. N. S. Kumppumullage

Relevant Standard: ISO 9001:2015

Auditor: -

Relevant Clause: 7.1.4

Date of audit: 2021.10.26

Relevant company document: ISO Manual.

Non-conformity detected:

Category: Major/Minor

maintenance of environment necessary for safe operation is not effective.

Eg:- Earth wire of the hand grinder has been found unconnected leading to electrical accidents.

Auditor

Team Leader

Auditee

Correction: Checked the earth wire and connected it as per the requirement. Checked the grinder for safe operation and it is operated as per the requirement  
 (Attachment-01 - Repaired grinder)

Auditee

Date

Root cause for Non-conformity:

The technician had not checked the grinder for safe operation, before operate/use the grinder.

Auditee

Date

Corrective action:

Date of completion:

- (a) Checked all the tools/ equipment similar to grinder (Electrical), in the factory for safe operation.
- (b) Train the staff members in the production department for safe operation of equipment & machines. (Training attendance - Attachment - 02)
- (c) Production Manager & HR officer check the routine operation of the factory randomly on following of instructions relevant to safe operation.

X.....

Auditee

Date

05/11/2021

Verification of corrective action:

NC Closed/Open

Corrective action is Satisfied.

.....  
Auditor

2021.11.15

Date

Effectiveness of corrective action:

corrective action is effective

.....  
Auditor

2022-11-02

Date



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

Name of Organization: Toronto Engineering (Pvt) Ltd

NC No.: 02 of 02

Section: purchasing

Team Leader: D. N. S. Kurupoyanullage

Relevant Standard: ISO 9001:2015

Auditor: -

Relevant Clause: 8.4.1

Date of audit: 2021.10.26

Relevant company document:

Non-conformity detected:

Category: Major/Minor

organization has not effectively determined and applied criteria for evaluation, selection, monitoring and reevaluation of external providers.

ex: initial supplier evaluation has not been carried out.

.....  
Auditor

.....  
Team Leader

.....  
Auditee

Correction: (a)

of int. Recheck the quality of materials/items purchased from new suppliers, recently.

(b) Visit the new suppliers selected recently and check the quality of materials/items, availability of stocks & price etc.

.....  
Auditee

30.10.2021

.....  
Date

Root cause for Non-conformity:

(a) The supplier evaluation procedure for routine suppliers has been followed for new suppliers also.

.....  
Auditee

27/10.2021

.....  
Date

Doc. No.: QP-18-F-01

Issue No.: 07

Issue Date: 2018-01-02

Reviewed and approved by: Director

Issued by Management Representative

Page 01 of 02



Attachment - 01



Repaired Electrical Grinder -  
Attachment 01

Work Instruction on Evaluation of new suppliers

Doc. No:- WI/PU/01

Date :- 01.11.2021

When manufacturing of new machines, need to purchase new items / materials as per the requirement. Then it was an urgent requirement to find out a new supplier that said new items/ materials are available. The following work instruction is applied when evaluating of above mentioned new suppliers.

1. Select/ identify the suppliers that required material / item are available.
2. Collect the samples of required materials/ items along with prices of the same ( Quotations).
3. Check the quality of the samples & Select the quality approved samples only. ( Marks -70)
4. Check the material /item availability in the new suppliers stores. ( Marks.- 10)
5. Check the availability of material delivering facilities to the factory. ( Marks. - 10)
6. Check the facility of issuing invoices , quotations for the supplied items/ materials. ( Marks -10)
7. Submit the above information to the director & obtain approval for purchasing from new supplier.  
Providing of marks for new supplier evaluation is considered as follows. When above parameter is
  - a. Highly Satisfied - 100 % of marks are given.
  - b. Satisfied - 80% of marks are given.
  - c. In a good range - 50% marks are given.
  - d. Weak & not up to the requirement - 20% marks are given.

8. After supplier evaluation, the suppliers that obtained in between 85% - 100 % marks are considered as suitable new suppliers for material / item supply.

New Supplier Evaluation Form - Torento Engineering Company Ltd. ( Attachment - 04)

New Supplier :-.....

Doc. No:-FO/PU/06

Address :-.....


Date :-.....

Commodity:-..... Date of sample collected:-.....

Parameter	Marks	Results	Remarks
1. Quality of the material / item	70		
2. The material availability in the new suppliers stores	10		
3. Delivering facility to the factory	10		
4. Facility of invoices, quotation & other required documents	10		
Total	100		


Highly satisfied – 100%, Satisfied – 80%, Good – 50%, Weak – 20%

The selected suppliers should be in the range of 85% - 100%

Checked by:   
Purchasing Officer

Approved by:.....  
Director , Project Coordinator

Prepared by:   
ISO Coordinator

Approved by:   
Director , Project Coordinator

