



**INDEXPO CERTIFICATION LIMITED**  
**MANAGEMENT SYSTEMS CERTIFICATION SCHEME**  
**AUDIT PLAN RECERTIFICATION- QMS**

**Name of the organization:** Thilma Lanka (Pvt) Ltd  
**Assessment site:** Industrial Zone, Kanabediara, Embilipitiya  
**Type of audit:** Recertification  
**Applicable standard:** ISO 9001 : 2015  
**Scope:** Manufacturing of coir pith substrate based products.  
**Objective:** To determine compliance of the QMS with the requirements of ISO 9001:2015  
**Date of Audit:** 2023-02-06  
**Audit Criteria :** ISO 19011:2018, other applicable regulatory requirements.

**Audit Team**

| <u>Name</u>          |      | <u>Position</u> |
|----------------------|------|-----------------|
| Mr. Aruna Amaradasa  | (AA) | Team Leader     |
| Mr. Isuru Ilangakoon | (II) | Team Member     |

0930 h – 0945 h - Opening meeting  
 0945 h – 1000 h - Tea Break

| Time            | Management   | Management/HR  |
|-----------------|--|--|
| 1000 h - 1200 h | Understanding the Organization and its context (4.1)<br>Understanding the needs and expectation of interest parties (4.2)<br>Determining the scope of QMS (4.3)<br>QMS and its Processes (4.4)   | Resources (7.1)<br>General (7.1.1)<br>People (7.1.2)<br>Infrastructure (7.1.3)<br>Environment for the operation of processes (7.1.4)<br>Organizational knowledge (7.1.6) |
|                 | AA   | II   |
| 1200 h – 1300 h | Leadership and commitment (5.1)<br>Customer focus (5.1.2)<br>Policy (5.2)<br>Organizational roles, responsibilities and authorities (5.3)  | Competence (7.2)<br>Awareness (7.3)<br>Communication (7.4)<br>Documented information (7.5)<br>Monitoring, measurement, analysis and evaluation (9.1)                     |
|                 | AA   | II   |
| 1300 h – 1345 h | <b>LUNCH</b>   |  |
| 1345 h – 1500 h | Actions to address risk & Opportunities (6.1)<br>Quality objectives & Planning to achieve them (6.2)<br>Planning of changes (6.3)  | General (9.1.1)<br>Customer satisfaction (9.1.2)<br>Analysis and evaluation (9.1.3)<br>Internal Audit (9.2)<br>Management Review (9.3)                                   |
|                 | AA   | II   |
| 1500 h– 1630 h  | Operational planning & control (8.1)<br>Requirements for products & services (8.2)<br>Design & Development of products & Services (8.3)<br>Control of externally provided processes, products & Services (8.4)<br>Production & service provision (8.5)<br>Release of products & services (8.6)<br>Control of nonconforming outputs (8.7)<br>Monitoring & measuring recourses (7.1.5) | General (10.1)<br>Nonconformity and corrective action (10.2)<br>Continual improvements (10.3)  |
|                 | AA   | II   |

1630 h - 1700 h Auditors' review  
 1700 h – 1730 h Closing meeting (Confirmation of Scope/ Acknowledgement of NCRs/ Use of logo/ Handing over of report)

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Reviewed and approved by : Director

Issued by : Management Representative