

Name of the Organization : Bopitiya Auto Enterprises
Assessment site : Site I -No 668, Nugape, Pamunugama.
 Site II- No: 487/A, Maha Pamunugama, Pamunugama
Type of audit : Recertification
Applicable standard : ISO 9001:2015
Scope : Activities pertaining to the Manufacture and distribution of metal and rubber motor spare parts
Objective : To determine compliance of the QMS with the requirements of ISO 9001:2015
Dates of audit : 2017-02-15

Audit Team

D.N.S.Kuruppumullage Team Leader
 Isuru Ilangakoon Team Member
 Kema Vasenth Team Member
 Aruna Amaradasa Team Member

0900 h – 0930 h Review of documents & previous audit findings
 0930 h – 0945 h Opening meeting
 0945 h – 1000 h Tea Break
 1000 h – 1100 h Brief visit to the sites

Time	Management	Management/HR	Management/HR	Management/HR
1100h - 1200 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)	Monitoring & measuring recourses (7.1.5) Organizational knowledge (7.1.6)	Environment for the operation of processes (7.1.4)
	DNSK	II	KV	AA
1200 h – 1300 h	Leadership and commitment (5.1) Customer focus (5.1.2) Policy (5.2) Organizational roles	Competence (7.2) Awareness (7.3) Communication (7.4) responsibilities and authorities (5.3)	Documented information (7.5) Monitoring, measurement, analysis and evaluation (9.1)	Monitoring, measurement, analysis and evaluation (9.1)
	DNSK	II	KV	AA
1300 h – 1345 h	LUNCH			
1345 h – 1500 h	Actions to address risk & Opportunities (6.1) Quality objectives & Planning to achieve them (6.2) Planning of changes (6.3)	General (9.1.1) Customer satisfaction (9.1.2) Analysis and evaluation (9.1.3) Management Review (9.3)	Internal Audit (9.2)	Management Review (9.3)
	DNSK	II	KV	AA
1500 h– 1630 h	Operational planning & control (8.1) Requirements for products & services (8.2) Design & Development of products & Services (8.3) Production & service provision (8.5)	Control of externally provided processes, products & Services (8.4) General (10.1) Nonconformity and corrective action (10.2) Continual improvements (10.3)	Release of products & services (8.6) Control of nonconforming outputs (8.7)	Nonconformity and corrective action (10.2) Continual improvements (10.3)
	DNSK	II	KV	AA

1530 h -1600 h Auditors' review
 1600 h – 1630 h Closing meeting (Confirmation of scope/ Acknowledgement of NCRs/ Use of logo/ Handing over of report)