

The Director/CEO,  
 Ind-Expo Certification Ltd,  
 CNCI Secretarial,  
 Apt # 20, 1<sup>st</sup>Floor,  
 Galle FaceCourt 02,  
 Colombo 03,  
 Sri Lanka.

for office use

DATE RECEIVED	
REFERENCE NUMBER	
NEW CERTIFICATION	
RECERTIFICATION	
REVIEWING OFFICER	

1. GENERAL:

1.1. Registered Name of the Applicant Organization: Daintee Limited

1.2. Address (Head Office): No.5, 1st lane, Maligawa Road, Ratmalana, Sri Lanka.

Telephone: 0112635384 Fax: 0112637141 E-mail: info@daintee.com

1.3. Contact Person of the Organization:

a) Nominee 1:

Name : Mervyn Appuhamy  
 Designation : Head of Production  
 Telephone : 0112611211 / 0710414561  
 Fax : 0112637141  
 E-mail : mervyn.appuhamy@sunshineholdings.lk

b) Nominee 2:

Name : Nilupulee Muthumaldeniya  
 Designation : Assistant Manager - Quality Assurance  
 Telephone : 0112611211 / 0712204204  
 Fax : 0112637141  
 E-mail : nilupulee.muthumaldeniya@sunshineholdings.lk

1.4. Legal status of the organization :

a) Registration authority: Registrar of Companies

b) Registration number: PB 439 Date: 19/01/1984

1.5. VAT registration number: 114008311 - 7000

2. REQUESTED MANAGEMENT SYSTEM CERTIFICATION:

- GMP ;  HACCP ;  ISO 22000: 2005;  ISO 9001: 2015;  ISO 14001: 2015;  
 OHSAS 45001 : 2018;  ISO 50001: 2011

**3. APPLICABLE LOCATION(S) FOR THE CERTIFICATION:**

[Please indicate the permanent physical locations (subsidiaries, branches, warehouses etc.) registered under the Applicant Organization, which are to be included in the certification. Attach a separate sheet for temporary locations (eg.:ConstructionProjects)] [If required Please attach a separate sheet]

Name & Address	Telephone/Fax/E-mail
Head Office :- No. 5, 1st Lane, Maligawa Road, Ratmalana, Sri Lanka.	0112635384 / 0112637141 / info@daintee.com
Site I :- No. 31A, Anura Mawatha, Borupana Road, Ratmalana, Sri Lanka	0112611211 / 0112635453 / info@daintee.com
Site II :- No. 72C, Kandawala Road, Ratmalana, Sri Lanka.	0112611291 / 0112637141 / info@daintee.com
Site III :- No 60, Dharmapala Mawatha, Colombo 03, Sri Lanka.	0114702416 / 0112637141 / info@sunshineholdings.lk

**4. DEPARTMENTS/DIVISIONS APPLICABLE AND NUMBER OF EMPLOYEES:**

Departments/Divisions (eg.: Management, Design, Production, Quality Assurance, Human Resources, etc.)	Total Effective Number of Employees**				Number of employees working on each shift and time of shift		
	Full Time Employee	Part Time Employee	Casual Employee	Sub Contracted Employee	Shift 1 & time	Shift 2 & time	Shift 3 & time
Head Office: Administration, Purchasing, Human Resources, Raw Material Stores, Finance.	22						
Location 1 Production Quality Assurance Maintenance	86			140			
Location 2 Production	50			40			
Location 3 Marketing & Sales	67						
Total	232			199			



[If required Please attach a separate sheet]

\*\*The effective number of employees consists of all full time employees involved within the scope of certification including those working on each shift. Non-permanent (seasonal, temporary and contracted employees) and part time employees who will be present at the time of the audit shall be included in this number.

5. LEGAL & OTHER OBLIGATIONS OF THE COMPANY

[Please indicate the legal obligations to be abide by the Applicant Organization] (eg.: CEA regulations, CDDA regulations, industry specific regulations, compulsory product certifications etc.)

Companies Act
Food Act
Factory Ordinance
Central Environmental Authority - Environmental Protection License.
Mosquito Breeding Protection Act

6. CORE INFORMATION

6.1. System of the organization (ex. Quality Management System, Food Safety Management System, Environmental Management System ,etc) is developed by: [outside consultant(s) and/or organization itself] If you used service from consultant mentioned the name of consultant.

Originally by outside consultant, by the organization itself since 2012.

6.2. Type of certification [New Certification or Recertification] and required certification (Accredited certificate or Non Accredited certificate):

Note: Non Accredited certificates will be issued only for scope where Ind-expo does not process accreditation)

New certification, Accredited certificate.

6.2.1 How long has the Management system been in place?

Since 20th April 2004

6.2.2 If Recertification;

- a) Date of first certification:
b) Validity period of previous certification:
c) Scope of previous certification:
d) Major changes done in the Management System during the previous year [if any]:

6.3. Description of products manufactured and/or services offered/Nature of the Business:

Development and manufacture of confectionery, snack products, wafers, breakfast cereal.

6.4. Markets Serving (at present): [ Local only, Local and International (note down the countries), International only (note down the countries)]

Local only

6.5. Description of manufacturing processes and/or services which has been outsourced to the external party:

Partly outsourced :- Pest control, cleaning, calibration of equipment, testing, training.

Fully outsourced :- Manufacture of raw materials, manufacture of packing materials, provision of security guards.

6.6. Description of products manufactured and/or services offered which are to be excluded from the scope of the certification:

6.7. Desired scope of the certification:

Development and manufacture of confectionery, snack products, wafers and breakfast cereal.

## 6.8 . Reason for the certification:

To help us provide products & services that consistently meet customer & applicable regulations and enhance customer satisfaction; to help us address risks and opportunities and continually improve so that we can react dynamically to meet new business challenges.

## 6.9. Preferred language to conduct audit:

Sinhala  English  Tamil

## 7. DOCUMENTED INFORMATION

Please submit copies of the following documents along with the duly perfected Application.

## 7.1 HACCP

- a) Scope of the organization
- b) HACCP plans, Policies & Procedures for implementation

## 7.2 ISO 22000:2005

- a) Scope of the organization
- b) HACCP plans, Policies & Procedures for implementation
- c) Food Safety Policy and objectives

## 7.3 ISO 9001:2015

- a) Scope of the organization, and justification for applicability ,
- b) Documented information to support the operation of processes of the organization,
- c) Quality Policy,
- d) Quality Objectives,
- e) Operational planning and control.
- f) Any other documented information (ex: Business plan, vision and mission, corporate strategies)

## 7.4 ISO 14001:2015

- a) Scope of the organization, and justification for any exclusion ,
- b) Environmental Policy ,
- c) Environmental Objectives,
- d) Operational planning and control.
- e) Environmental Aspect and Impact Evaluation

## 7.5 OHSAS 45001:2018

- a) Scope of the organization ,
- b) OHSAS Policy ,
- c) OHSAS Objectives,
- d) HIRA, Policies & procedures for implementation,
- e) Operational planning and control.

7.6 ISO 50001:2011

- a) Scope of the organization,
- b) Energy policy, objectives, targets and energy management action plan
- c) Energy review, energy performance & energy performance indicators
- d) Operational control

8. DECLARATION BY APPLICANT

8.1 I /We have read and understood the Terms and Conditions for certification (IMSM/TCC/01) of Ind-Expo certification scheme.

8.2 Should any initial enquiry be made by the Certifying Authority, I/We agree to extend to the Certifying Authority all required facilities at my/our command and I/We agree to pay all costs involved prior to the grant of the Certificate.

8.3 I/We will not hold liable either the Ind-Expo Certification Ltd or those having a function in its activities for damages resulting from the consideration of the application for certification, including the possible rejection.

Date : .....

Signature :  .....

Name : Mervyn Appuhamy .....

Designation : Head of Production .....

For and on behalf of Daintee Limited .....

[Name of the Applicant Organization]