

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

Corrective action

Date of completion: 04.10.2017.

01. CONDUCT FIRE SAFETY TRAINING ANNUALLY.
02. CARRYOUT A TRAINING NEED IDENTIFICATION AS REQUIRED BY THE STANDARD.


.....
Auditee

29.09.2017
.....
Date

Verification of corrective action

NC Closed/Open

SATISFIED


.....
Auditor

13-10-2017
.....
Date

Effectiveness of corrective action

Satisfied


.....
Auditor

2019-01-24
.....
Date

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

Name of Organization: Lallans Sports Goods Manufacturers (Pvt) Ltd

NC No. : 04 of 05

Section : HR

Team Leader : Ms. Kumudinie Perera

Relevant Standard : ISO 9001:2015

Auditor : Ms. Chalani Jayasuriya

Relevant Clause : 7.1b

Date of audit : 2017-09-28

Relevant company document : Training File.

Non-conformity detected

Category : Major/Minor

- ① Company has not provided adequate training for fire safety as there is a risk involved in fire due to nature of the production condition.
- ② The company has not considered its current knowledge and determined how to acquire or access any necessary additional knowledge and required updates (training needs identification)

Auditor

Team Leader :

Correction:

01. CONDUCT A FIRE DRILL.
02. CARRY OUT A TRAINING NEEDS IDENTIFICATION.

Auditee

Date

29.09.2017

Root cause for Non-conformity

01. LACK OF AWARENESS REGARDING WITH FIRE SAFE
02. STANDARD REQUIREMENTS WERE NOT FOLLOWED.

Auditee

Date

29.09.2017


RICR 4-1(3) Fire drill




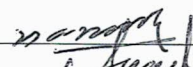




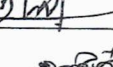
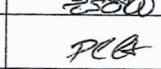
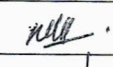
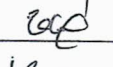

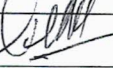
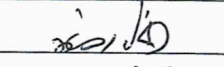
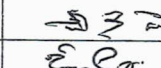
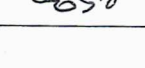



NCR 4-1 (33) Fire drill



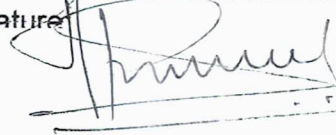
NCR 4-1 (55) Fire Training Attendance

	TRAINING ATTENDANCE RECORD DOC NO: LL/ADM/R-5		Date of Issue	01.08.2013
			Date of Rev.	00.00.0000
			Rev. No:	00
			Page No:	01 of 01

Training program : Fire Safety Training
Date : 30th September 2017
Time : 12.30 P.M. 1.30P.M
Location : Factory
Conducted by : Mr.A.T.P Amarathunge (Fire & Safety Engineer)
Attendance : All Staff & workers

Name	Signature
1.Jayaratne A.M	
2.Nayanananda I.G p	
3.Ariya Thilake P.V	
4.AMila Priyadarshana	
5.Asanka Manoj	
6.Sumith Weeraratne	
7.Nimal Araiawansa	
8.Prabath Priyasantha	
9.Sajith Pushpakumara	
10.Deepal Dinesh	
11.Dilip Kasun	
12.Shamen Pushpakumara	
13.Karundasasa Y	
14Mohan Menaka	
15Nilanga Jeewan	
16Nisahantha A.k	
17Amith Madusanka	
18Dilupa Madusanka	

Comments/Evaluation:

Signature 



TRAINING ATTENDANCE RECORD
DOC NO: LL/ADM/R-5

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Training program : Fire Safety Training
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Location : Factory
Conducted by : Mr.A.T.P Amarathunge (Fire & Safety Engineer)
Attendance : All Staff & workers

Name	Signature
19.Upul Kumara	
20.Jeewan Chaturanga	
21.Sunil H.P	
22.Shamika Hasantha	
23.Jeyaram M.	
24.Ruwan Kumara	
25.Supun Imalka	
26.Lakmal Jayasinghe	
27.Lankaratne B.D.A	
28.Wijesekara A.A.V.N	
29.Premawardne K.M.B.U	

Comments/Evaluation:

Signature:

MCP 4-2 (3) Training Need Identification.



Training Need Identification

Doc No: LL/ADM/R-07

Date of Issue	01.05.2013
Date of Revision	00.00.0000
Revision No	00
Page No	01 of 01

Name of the Employee/ Group:- Manoj Kumara		Department : Production		Year : 2017		Training Resources		Other
						Internal	External	
No	Required Skills/Knowledge	Required (Max 10)	Current (Max 10)	Recommendation	Duration	Internal	External	
1	Welding skills	10	7	Not Satisfactory/ need a proper training	One day	yes	-	External resource person
2	Team work	10	7	Not Satisfactory/ need a proper training	1.5Hrs	yes	-	External resource person
3	Documentation & record Keeping	10	7	Not Satisfactory/ need a proper training	1.5Hrs	yes	-	External resource person
4	Quality	10	7	Not Satisfactory/ need a proper training	1.5 Hrs	yes	-	External resource person
5	ISO standard	8	4	Not Satisfactory/ need a proper training	1.5 Hrs	yes	-	External resource person
6	Quality policy	10	7	Not Satisfactory/ need a proper training	1.5 Hrs	yes	-	External resource person
7	Handling PPEs	10	8	Not Satisfactory/ need a proper training	1.5 Hrs	yes	-	External resource person Production Manager
8	Bending	10	7	Not Satisfactory/ need a proper training	One day	yes	-	External resource person
9	Cutting	10	7	Not Satisfactory/ need a proper training	One day	yes	-	External resource person
10	Painting	10	7	Not Satisfactory/ need a proper training	One day	yes	-	External resource person

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 Signature of Department Head

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 Signature of Marketing Manager: