IND-EXPO CERTIFICATION LIMITED
MANAGEMENT SYSTEMS CERTIFICATION SCHEME
CORRECTIVE ACTION PLAN FOR NON-CONFORMITIES

0For all non-conformities kindly complete this form and submit with evidence within two months.

Name of organization :

Type of audit : Stage II / Surveillance / Re-certification/Special audit (delete whichever is inapplicable)

Date/s of audit :

NCR No.	Non-conformity	Corrective actions taken & Date of implementation	Evidence of implementation
01 of 03	Quality Policy has not communicated to Interested Parties & Quality Policy only available in English language can not effectively communicated to all levels of employees	* Quality Policy translate to Sinhala & Display in the office & site * Quality Policy published in the company website	Translated Quality Policy & website page -
02 of 03	Quality objectives have been defined & established and are in line with the strategic direction. However Plan to achive Quality objectives does not indicate how the result will be evaluated	Include a colum for action plans for monitor results of planned actions accordingly monitor progress of actions	Action plans with status colum.
03 of 03	Although MRM has been carried out on 18/8/9, all the aspects have not been discussed at the Management Review meeting Ex monitoring & Measuring Result.	Revised the management review meeting agenda as per clause 9.3 requirements	Revised MRM Agenda

Signature of Management Representative /FSTL /EMR

07/09/2018
Date

OBSERVATIONS AND RECOMMENDATIONS

Recommended to grant the Certificate Subjected to Satisfactory implementation of Corrective action.

for.

Signature of Team Leader/Lead Auditor

2018.09.20
Date