



INDEXPO CERTIFICATION LIMITED
MANAGEMENT SYSTEMS CERTIFICATION SCHEME
AUDIT PLAN SURVEILLANCE- FSMS

Name of the organization : Carolina Tea Factory
Assessment site : Carolina Estate, Watawala
Type of audit : Surveillance II
Applicable standard : ISO 22000:2018, SLS 1266:2011, SLS 143:1999
Scope : Activities pertaining to manufacturing of CTC black tea and packing in multiwall paper sacks
Objective : To determine compliance of the FSMS with the requirements of ISO 22000:2018
Date of audit : 28.03.2023
Audit Criteria : ISO 22000:2018, SLS 1266:2011, SLS 143:1999, ISO 19011:2018 Relevant regulatory requirements

Audit team :
 Mr. Aruna Amaradasa (AA) Team Leader
 Mr. Tharindu Hettiarachchi (TH) Team Member
 Ms. Promila Jayarajh (PJ) Team Member

0930 h – 0945 h Opening meeting
 0945 h – 1035 h Review of documents
 1035 h – 1045 h Tea Break
 1045 h – 1300 h Visit to the site
 1300 h – 1330 h Lunch

Time	Management	Management	Management/Production
1330 h - 1415 h	Understanding the Organization and its context (4.1) Understanding the needs and expectation of interest parties (4.2) Determining the scope of FSMS (4.3) FSMS and its Processes (4.4)	Operational planning and control (8.1) Emergency preparedness and response (8.4) Hazard control (8.5)	Competence (7.2) Communication (7.4) Prerequisite programs (8.2)
	PJ	AA	TH
1415 h – 1500 h	Management/ Production Leadership and commitment (5.1) Policy (5.2) Organizational roles, responsibilities and authorities (5.3)	Management/ Production Updating the information specifying the PRPs and the hazard control plan (8.6) Control of monitoring & measuring (8.7)	Management/Production Traceability system (8.3) Monitoring, measurement, analysis and evaluation (9.1)
	PJ	AA	TH
1500 h – 1550 h	Management Actions to address risks and opportunities (6.1) Objectives of the FSMS and planning to achieve them (6.2) Planning of changes (6.3)	Management/ Production Verification related to PRPs and hazard control plan (8.8) Control of product and process nonconformities (8.9)	Management Internal Audit (9.2) Management review (9.3). Nonconformity and corrective action (10.1) Continual improvement (10.2) Update to the food safety management system (10.3)
	PJ	AA	TH

1550 h – 1600 h Tea Break
 1600 h -1630 h Auditors' review
 1630 h – 1700 h Closing Meeting (Scope confirmation, Acknowledgement of NCRs/ Handing over of report/ Use of Logo)

Doc. No. : QP-06-PL-03

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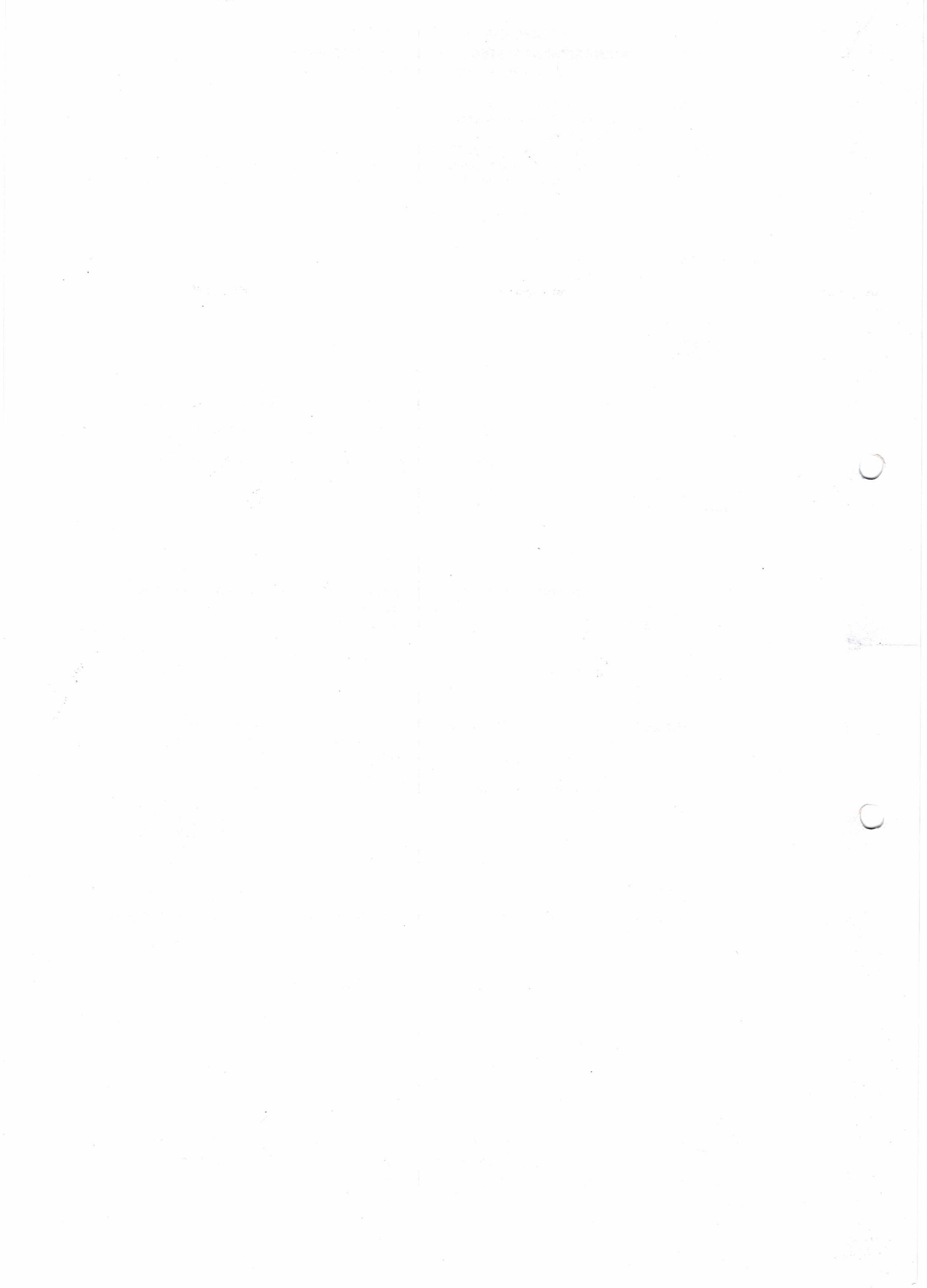
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Reviewed and approved by : Director

Issued by : Management Representative

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Tharindu

From: Yasas <yasas@indexpo.lk>
Sent: Wednesday, March 22, 2023 3:56 PM
To: torans@hattonplantations.lk
Cc: 'aruna amaradasa'; 'Tharindu'; promila@indexpo.lk
Subject: Audit plan - Kenilworth tea factory & Carolina tea factory
Attachments: Audit Plan - Surveillance II - Kenilworth Tea Factory.pdf; Audit Plan - Surveillance II - Carolina Tea Factory.pdf

Dear Mr. Torans,

Please find the attached audit plans.

Thank You & Best Regards



Anuruddha Yasas

Technical Executive - Trainee

IND-EXPO CERTIFICATION LIMITED

CNCI Secretariat, Apt # 20, First Floor, Galle Face Court 2, Colombo 03, Sri Lanka

Mob +94716010850 Tel +94112423452

Email yasas@indexpo.lk Web www.indexpo.lk