

**INDEXPO CERTIFICATION LIMITED**  
**MANAGEMENT SYSTEMS CERTIFICATION SCHEME**  
**AUDIT PLAN STAGE I- FSMS**

**Name of the organization :** BSJ Products  
**Assessment site :** Gurugodalla Watta, Thammita, Hunumulla  
**Type of audit :** Stage I  
**Applicable standard :** ISO 22000:2005  
**Scope :** Manufacturing of white coconut oil  
**Objective :** To determine the compliance and effectiveness of implementation the FSMS with the requirements of ISO 22000:2005 for Stage II certification audit  
**Date of audit :** 2018-10-06  
**Audit team :**

D.N.S.Kuruppumullage (DNSK) Team Leader  
Mihiri Fernando (MF) Team member

0930 h – 0945 h Review of documents & Adequacy audit findings  
0945 h – 1000 h Opening meeting  
1000 h – 1015 h Tea Break  
1015 h – 1115 h Brief visit to the site

TIME	Management	Management
1115h -1200 h	General requirements (4.1) Documentation requirements(4.2) Control of documents (4.2.2) Control of records (4.2.3)	Provision of resources (6.1) Human Resources (6.2) Infrastructure & Work Environment(6.3 & 6.4)
	DNSK	MF
1200 h – 1245 h	<b>Management/ Production</b>	<b>Management/ Production</b>
	Management commitment (5.1) Food Safety Policy (5.2) Food Safety Management System Planning (5.3) Responsibility & authority (5.4) Food Safety Team Leader (5.5)	Planning and realization of safe products – General (7.1) Food Safety Team (7.3.2) Product characteristics (7.3.3) Intended use (7.3.4) Flow diagrams (7.3.5)
	DNSK	MF
	<b>LUNCH BREAK</b>	
1245 h – 1315 h	<b>Management</b>	<b>Human Resource/ Management</b>
1315 h – 1400 h	Communication (5.6) Emergency preparedness & response (5.7) Management review (5.8) Food Safety Team Leader (5.5)	Pre-requisite Programs (7.2) Hazard analysis (7.4) Establishing the Operational Pre-requisite Programs (7.5)
	DNSK	MF
1400 h – 1445 h	<b>Management/ Production</b>	<b>Management/ Production</b>
	Traceability system (7.9) Control of non-conformity (7.10)	HACCP plan (7.6) Updating of preliminary information (7.7) Verification planning (7.8)
	DNSK	MF
	<b>Management/ Production</b>	<b>Management/ Production</b>
	Internal audit(8.4.1) Evaluation of individual verification results (8.4.2) Analysis of results of verification activities (8.4.3)	Validation of control measure combination (8.2) Control of monitoring & measuring (8.3) Continual improvement (8.5.1)
	DNSK	MF

1530 h – 1545 h Scope confirmation  
1545 h – 1555 h Tea Break  
1555 h – 1725 h Auditors' review  
1725 h – 1740 h Closing Meeting (Handing over of report)