

Ind-Expo Certification (Pvt) Limited

"A joint venture of Ceylon National Chamber of Industries and National Chamber of Exporters of Sri Lanka"



2011-10-04

Mr. R R D Wickramasuriya

Proprietor

Kanuketiya Tea Factory

Imaduwa

Galle.

Dear Sir,

STAGE 1 AUDIT

As discussed the stage 1 audit has been scheduled for the 10th of October 2011.

Please find attached the audit plan.

Yours faithfully

Hasanika Piyasena

Certification Manager



INDEXPO CERTIFICATION (PVT) LTD;

AUDIT PLAN

Name of the organization: Kanuketiya Tea Factory
Assessment site : Immaduwa, Galle
Type of audit : Stage I
Applicable standard : ISO 22000:2005
Scope : Manufacture of black tea and packing
Date of audit : 2011-10-10

Audit team

Mr. S L Ginige Team Leader
 Ms. Felicia Weerawardena Team member
 Mr. Sapumal Kapukotuwa Trainee auditor

0900 h – 0930 h Document review
 0930 h – 0945 h Opening meeting
 0945 h – 1000 h Tea Break
 1000 h – 1045 h Brief visit to the site

Time	Activity / Function	Auditor
1045 h – 1145 h	Documentation requirements	Hazard analysis HACCP plan
	FW	SLG
1145 h – 1300 h	Management responsibility	Planning and realization of safe food
	FW	SLG
1300 h – 1345 h	Lunch break	
1345 h – 1430 h	Infrastructure/Work environment	Traceability
	FW	SLG
1430 h – 1530 h	Resource management	Validation and verification
	FW	SLG
1530 h – 1545 h	Tea break	
1545 h – 1630 h	Handling of potentially unsafe products	Improvement of the food safety management system
	FW	SLG

1630 h – 1645 h Auditors' meeting
 1645 h – 1730 h Closing meeting

