



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

**Name of the organization** : Polypackaging Industries (Pvt) Ltd  
**Assessment site** : Heraliyawala Industries Zone, Heraliyawala, Kurunegala  
**Type of audit** : Surveillance II  
**Applicable standard** : ISO 22000:2018  
**Scope** : Activities pertaining to manufacturing of food grade flexible packaging material  
**Objective** : To determine compliance of the FSMS with the requirements of ISO 22000:2018  
**Date of audit** : 10.10.2022  
**Audit Criteria** : ISO 22000:2018, ISO 19011:2018 Relevant regulatory requirements  
**Audit team** :  
 Mr. Aruna Amaradasa (AA) Team Leader  
 Ms. Promila Jayarajh (PJ) Team Member

0930 h – 0945 h Opening meeting  
 0945 h – 0950 h Tea Break  
 0950 h – 1015 h Review of documents & previous audit findings  
 1015 h – 1130 h Visit to the site

Time	Management	Management/ Production
1130 h -1215 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) Prerequisite programs (8.2) Traceability system (8.3)
	<b>PJ</b>	<b>AA</b>
1215 h – 1300 h	<b>Management/ Production</b> Actions to address risks and opportunities (6.1) Objectives of the FSMS and planning to achieve them (6.2) Planning of changes (6.3)	<b>Management/ Production</b> Emergency preparedness and response (8.4) Hazard control (8.5)
	<b>PJ</b>	<b>AA</b>
1300 h – 1330 h	<b>LUNCH BREAK</b>	
1330 h – 1415 h	<b>Management/ Production</b> Competence (7.2) Awareness (7.3) Communication (7.4) Documented information (7.5)	<b>Management/ Production</b> Updating the information specifying the PRPs and the hazard control plan (8.6)
	<b>PJ</b>	<b>AA</b>
1415 h – 1500 h	<b>Management/ Production</b> Leadership and commitment (5.1) Policy (5.2) Organizational roles, responsibilities and authorities(5.3)	<b>Management/ Production</b> Verification related to PRPs and hazard control plan (8.8) Control of product and process nonconformities (8.9)
	<b>PJ</b>	<b>AA</b>
1500h – 1600 h	<b>Management</b> Monitoring, measurement, analysis and evaluation (9.1) Internal Audit (9.2) Management review (9.3)	<b>Management/ Production</b> Nonconformity and corrective action (10.1) Continual improvement (10.2)
	<b>PJ</b>	<b>AA</b>

1600h – 1610h Tea Break  
 1610 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                      Issue No. : 05                      Issue Date : 2017-03-21  
 Revision No: 01                                  Revision Date: 2020.03.30

Reviewed and approved by : Director      Issued by : Management Representative  
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## Tharindu

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**From:** Tharindu Hettiarachchi [mailto:tharindu@indexpo.lk]  
**Sent:** Friday, October 07, 2022 12:01 PM  
**To:** 'jagath@polypackaging.lk'  
**Cc:** 'aruna@indexpo.lk'; 'buddhika@indexpo.lk'; 'promila@indexpo.lk'  
**Subject:** Polypackaging Industries – ISO 22000:2018 Surveillance I Audit plan and safety guideline  
**Attachments:** Audit plan-Surveillance I - Polypackaging Industries.pdf; SAFETY GUIDELINE FOR THE AUDITS.PDF

Dear Mr. Jagath,

Please note that surveillance I audit of ISO 22000:2018 audit has been scheduled on 10<sup>th</sup> of October 2022.

And also please find the Audit plan and safety guideline attached herewith. If there are any objections with regard to any of the issues or for any information / clarification, please feel free to contact our Certification Manager (Ms. Buddhika Sajeewani) immediately. Otherwise please confirm the audit plan.

Thank you!

Warm Regards,



**Tharindu Hettiarachchi**  
Technical Executive

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