

Name of Organization: Rekadahena Plantation (Pvt) Ltd.

NC No. : 03 of 04

Section : Production

Team Leader : M. Asif

Relevant Standard : ISO 22000:2018

Auditor : Tharindu Hettiarachchi

Relevant Clause : 8.2.4. (d)

Date of audit : 2021/10/02

Relevant company document : —

Non-conformity detected:

Category : ~~Major~~/Minor

Certain Pest Entry points observed at production area

Ex:- Door and floor gap at Rolling Room

- Rolling Room waste water line (gully) opening to environment.

- Opening of Exhaust fan at dryer room

Dhanusha

Auditor

M. Asif

Team Leader

REKADAHENA PLANTATION (PVT) LTD.

Auditee

Correction:

Immediately Pest Entry points were covered in the production section as follows.

1. Rubber beading was fixed that door at the rolling section.

2. Fixed a Net for Exhaust fan in the dryer room

Tharindu Hettiarachchi

Auditee

04/10/2021

Date

Root cause for Non-conformity:

Due to poor attention of food safety team about the Pest Entry points in the production area.

Tharindu Hettiarachchi

Auditee

04/10/2021

Date

Corrective action:

Date of completion:

Trained the food safety Team about the avoiding pest Contamination of the Production Section, by External FS Consultant (SLQC)

REKADALAMER DI ANTIKONGSI  
9/1  
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Auditee

05/10/2021  
.....  
Date

Verification of corrective action:

NC Closed/Open

Provided evidences are satisfied and verified. Therefore, NC is closed.

Shanshika  
.....  
Auditor

2021/11/29  
.....  
Date

Effectiveness of corrective action:

Taken corrective action is not effective.  
Therefore, NC is raised.

Shanshika  
.....  
Auditor

2022/03/24  
.....  
Date

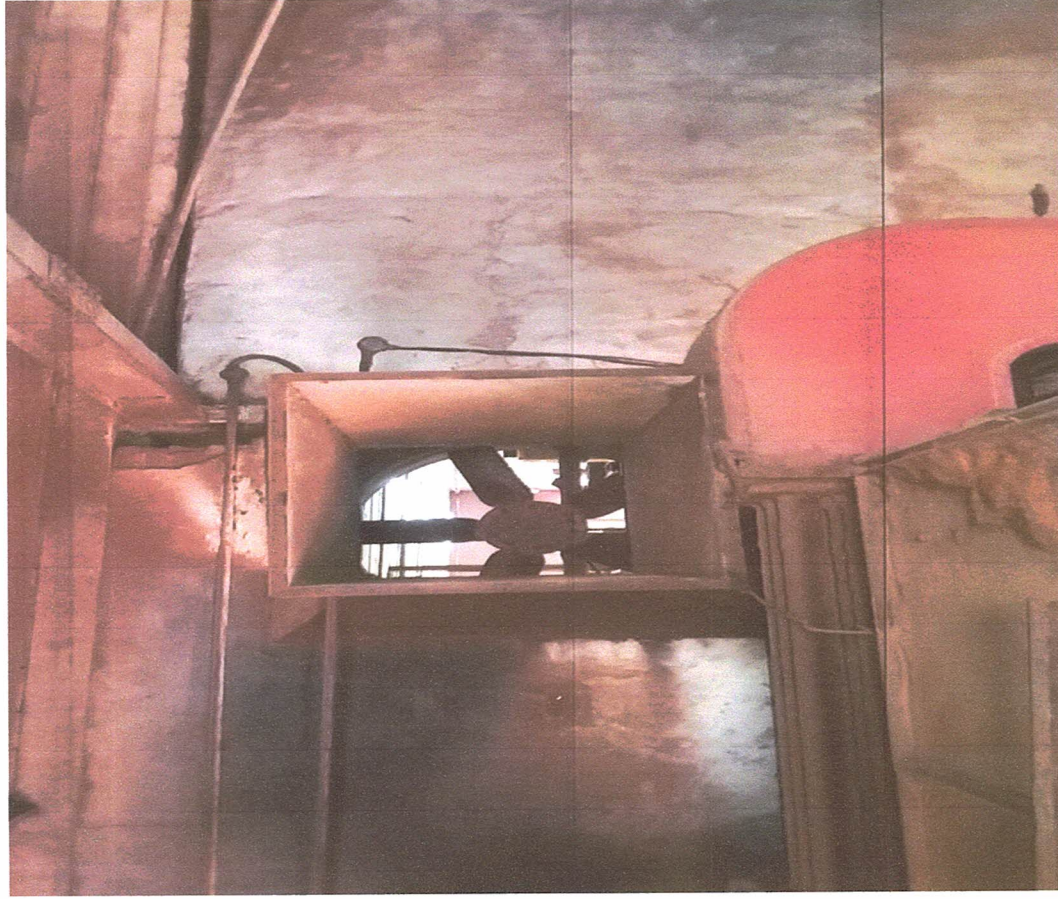


# SRI LANKA QUALITY CENTER

Hot Line +94 716905308, +94 773148141, +94 112 568589 Email: [srilankaqualitycenter@gmail.com](mailto:srilankaqualitycenter@gmail.com)

**NC 03 – Evidences for the Covered the exhausting fan**

**Before**



**After**



**WE CARE YOU FOR YOUR BETTER FUTURE**

**SQC**

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Evidence NC 03 – Fixed a rubber beading to covered the gap between door and floor



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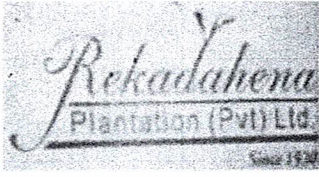
NC 03 – Evidences Waste Water Gully was Covered

Before After





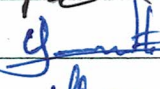

**WE CARE YOU FOR YOUR BETTER FUTURE** 

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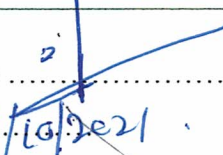
	Rekadahena Tea Factory	Doc. Ref	RKHTF/FSMS/HR/01
	Food Safety Management System	Issued by	QA Officer
		Authorized by	Director
		Issue Date:	19/05/2021
	ISO 22000:2018	Revision Date:	00
Rev. No:		00	



**CHECK LIST: 1 TRAINING ATTENDANCE**


Training Programme: Training on GMP, Cross Contamination, Pest Controlling, Personal Hygienic, Medical Testing and Hazards in each section of the production area.  
 Trainer Name: Prasanna Samarasekara Date: 05/10/2021  
 Location: Factory.

Sr.No	Employee Name	Designation	Department	Signature
1	K. A. zipal	QAO	Quality Assurance	
2	Asanka Sanjeewa	FO	Production	
3	Deepth Jayath	SO	Stores	
4	K. W. zipali	MO	Maintenance	
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Signature of Trainer: Prasanna  
 Date: 05/10/2021

Signature of QAO:   
 Date: 05/10/2021

Prepared by QAO	Sign: 	Date: <u>2021-5-19</u>	Approved by Director	Sign: 	Date: <u>2021-5-19</u>
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	<b>Rekadahena Tea Factory</b>	Doc. Ref	RKHTF/FSMS/HR/01
	<b>Food Safety Management System</b>	Issued by	QA Officer
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		Issue Date:	19/05/2021
	<b>ISO 22000:2018</b>	Revision Date:	00
	Rev. No:	00	

**CHECK LIST: 1 TRAINING ATTENDANCE**

Training Programme: ISO 22000:2018 Internal Auditor Training


Trainer Name: Prasanna Samarasekera Date: 2021/10/05

Location: Factory floor

Sr.No	Employee Name	Designation	Department	Signature
1	K. A. ...			
2	H. P. ...			
3	K. W. ...			
4	L. G. ...			
5	S. M. ...			
7	K. ...			
8	N. S. ...			
9	K. A. ...			
10	K. L. G. ...			
11	...			
12	K. B. ...			
13	...			
14	P. K. ...			
15	K. W. ...			
16	H. W. ...			
17	Y. W. ...			
18	T. A. ...			
19	M. G. ...			
20	K. W. ...			

Signature of Trainer: .....

Date: .....

Signature of QAO: 

Date: 2021/10/05



IND-EXPO CERTIFICATION LIMITED  
 INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
 NON-CONFORMITY REPORT

Name of Organization: *Rekadahena Plantation (Pvt) Ltd.*

NC No. : *04* of *04*

Section : *Production / Management.*

Team Leader : *M. Asif*

Relevant Standard : *ISO 22000:2018*

Auditor : *Tharindu Hettiarachchi*

Relevant Clause : *7.3. (c)*

Date of audit : *2021/10/02*

Relevant company document : *—*

Non-conformity detected:

Category : *Major/Minor*

*Workers awareness and individual contribution to the FSMS by identification of Hazards in each section is not effective.*

*Tharindu Hettiarachchi*  
 Auditor

*M. Asif*  
 Team Leader

REKADAHENA PLANTATIONS  
*[Signature]*  
 Auditee

Correction:

*Conducted An awareness Training program for all Production assistant and displayed the hazards in each section which are affect the Food Safety.*

*[Signature]*  
 Auditee

*03/10/2021.*  
 Date

Root cause for Non-conformity:

*Due to poor awareness of Food Safety team and Production Assistant about hazards in each section.*

REKADAHENA PLANTATIONS  
*[Signature]*  
 Auditee

*03/10/2021.*  
 Date

Corrective action:

Date of completion:

Trained the Food Safety Team and Production Assistant, What are the hazards in the each Section of Production area which are affect to the Food Safety by External FS Consultant (SLQC)

PEKADAHENA PLANTATIONS  
(P) LTD

.....  
Auditee

05/10/2021  
.....  
Date

Verification of corrective action:

NC Closed/Open

Provided evidences are satisfied and verified. Therefore, NC is closed.

.....  
Auditor

2021/11/29  
.....  
Date

Effectiveness of corrective action:

Taken corrective action is effective.

.....  
Auditor

2023/03/24  
.....  
Date

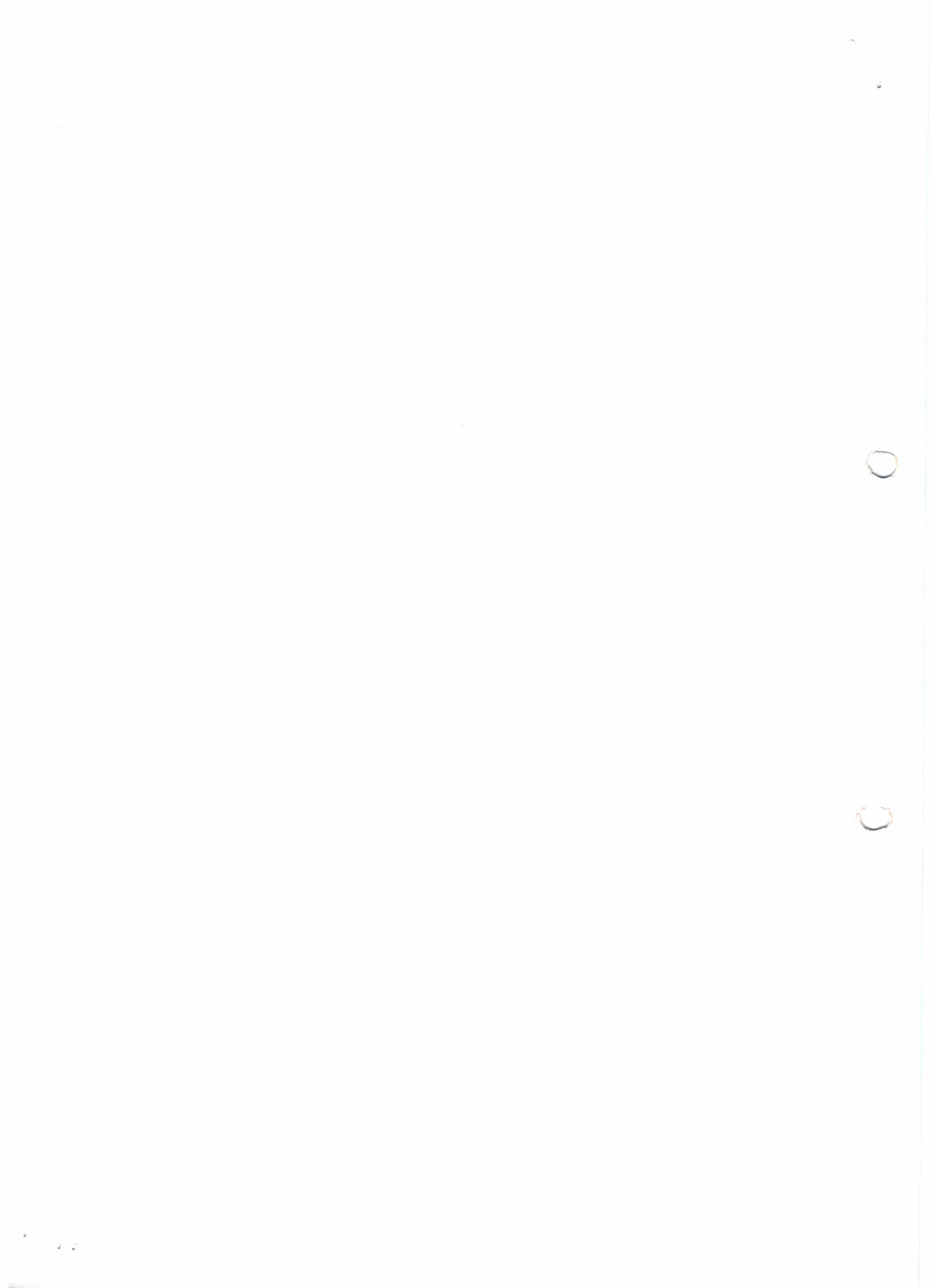



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## NC 04 – Evidences- Hazards Found in the each section

Section	Physical Hazards
Withering	Fiber ,Sand ,Metal, Wooden partials තන්තු, වැලි, ලෝහ, ලී කොටස්
Rolling	Grease, Oil, Metal, Plastic partials, Fibers, Spider net ග්රීස්, තෙල්, ලෝහ, ප්ලාස්ටික් කොටස්, කෙඳි, මකුළු දැල්
Fermentation	Sand, Plastic Pieces , Spider net වැලි, ප්ලාස්ටික් කැලි , මකුළු දැල්
Dryer	Metal partials, grease, oil, fiber, wooden partials, plastic pieces ලෝහ කොටස්, ග්රීස්, තෙල්, කෙඳි, ලී කොටස්, ප්ලාස්ටික් කැලි
Shifting	Metal partials, grease, oil, fiber, wooden partials, plastic pieces ලෝහ කොටස්, ග්රීස්, තෙල්, තන්තු, ලී කොටස්, ප්ලාස්ටික්
Winnowing / Color Separation	Sand , plastic partials, spider net වැලි , ප්ලාස්ටික් කොටස්, මකුළු දැල්
Packing and Delivery	Sand , plastic partials, spider net වැලි , ප්ලාස්ටික් කොටස්, මකුළු දැල්



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		Rev. No:	00

**CHECK LIST: 1 TRAINING ATTENDANCE**

Training Programme: Training on Hazards in each Section and affect to the Food Safety.

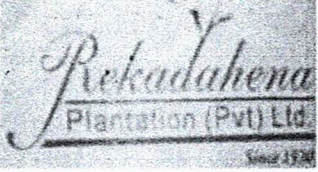
Trainer Name: C.P. Samarasekara Date: 05/10/2021

Location: Factory

Sr.No	Employee Name	Designation	Department	Signature
1	W. S. ...	PA	Production	[Signature]
2	...	"	"	[Signature]
3	D. P. ...	"	"	[Signature]
4	M. W. ...	"	"	[Signature]
5	N. A. ...	"	"	[Signature]
7	N. G. ...	"	"	[Signature]
8	...	"	"	[Signature]
9	K. A. ...	"	"	[Signature]
10	I. D. ...	"	"	[Signature]
11	...	"	"	[Signature]
12	K. B. ...	"	"	[Signature]
13	N. A. ...	"	"	[Signature]
14	S. K. ...	"	"	[Signature]
15	...	"	"	[Signature]
16	K. ...	"	"	[Signature]
17	K. I. ...	"	"	[Signature]
18	T. H. ...	"	"	[Signature]
19	H. B. G. ...	"	"	[Signature]
20	D. A. ...	"	"	[Signature]

Signature of Trainer: [Signature]  
 Date: 05/10/2021

Signature of QAO: [Signature]  
 Date: 05/10/2021

	<b>Rekadahena Tea Factory</b>	Doc. Ref	RKHTF/FSMS/HR/01
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	<b>ISO 22000:2018</b>	Revision Date:	00
	Rev. No:	00	

**CHECK LIST: 1 TRAINING ATTENDANCE**

Training Programme..... ISO 22000:2018

Trainer Name: Prasanna Samaraselara Date 2021/07/10

Location: Factory Floor

Sr.No	Employee Name	Designation	Department	Signature
1	<u>Ang Wadda</u>			<u>[Signature]</u>
2	<u>A.D. Sene</u>			<u>[Signature]</u>
3	<u>M.A. Sene</u>			<u>[Signature]</u>
4	<u>W. Sene</u>			<u>[Signature]</u>
5	<u>A.G. Sene</u>			<u>[Signature]</u>
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Signature of Trainer: .....

Signature of QAO: [Signature]

Date: .....

Date: 2021/07/10

Prepared by QAO	Sign: <u>[Signature]</u>	Date: <u>2021-5-19</u>	Approved by Director	Sign: <u>[Signature]</u>	Date: <u>2021-5-19</u>
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