



IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
ATTENDANCE RECORD

OPENING MEETING

Stage I/ Stage II/ Final Assessment/ Surveillance/Recertification/Witness Audit/  
Special Audit

Name of the Organization Toy Valley Tea Company (Pvt) Ltd.

Date of Assessment: 21/12/2022

NAME OF ATTENDEE	DESIGNATION	DEPT./SECTION	SIGNATURE
1 Priyanka Gomonsekera	G.M.		
2 N.P. Dissanayake	Superintendent		
3 M. Manahera	Chief clerk		
4 W.S. Priyanka	Clerk		
5 K.P. Gamini	Factory office.		
6 Tharindu Hettiarachchi	Team Leader	Ind-expo.	Dhanika
7 Anuruddha Vasas	Team Member	-	
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Doc. No : QP-05-L-01

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Issued Date : 2016.08.03

Rev No : 00

Rev Date : 00

Reviewed & Approved By : Director

Issued by : Management Representative



IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
ATTENDENCE RECORD

CLOSING MEETING

Stage I/ Stage II/ Final Assessment/ Surveillance/Recertification/Witness Audit/  
Special Audit

Name of the Organization ..... Iuy Valley Tea Company (Pvt) Ltd.

Date of Assessment: ..... 21/12/2022

	NAME OF THE ATTENDEE	DESIGNATION	DEPT./SECTION	SIGNATURE
1	<u>Priyanka GOONASEKERA</u>	<u>G.M.</u>		
2	<u>M.P. Dissonayake</u>	<u>Supv't</u>		
3	<u>M. Manoharan</u>	<u>Chief clerk</u>		
4	<u>W.S. Priyanka Sanjeewani</u>	<u>Clerk</u>		
5	<u>K.P. Gamani</u>	<u>Factory officer</u>		
6	<u>Tharindu Hettiarachchi</u>	<u>Team Leader</u>	<u>Ind-expo</u>	<u>Tharindu</u>
7	<u>Anuruddha Yasas</u>	<u>Team Member</u>	<u>" "</u>	
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