

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

**Name of the organization :** Janaka Natural Food  
**Assessment site :** 362/C, Porawala Road, Kudagala, elpitiya  
**Type of audit :** Stage I  
**Applicable standard :** ISO 22000: 2018, SLS 1266:2011, ISO 143:2022  
**Scope :** Activities pertaining to processing and bottling of king coconut water  
**Objective :** To determine compliance of the FSMS with the requirements of ISO 22000:2018  
**Date of audit :** 07.03.2023

**Audit team :**

Mr. Tharindu Hettiarachchi (TH) - Team Leader

1000 h – 1045 h Opening meeting  
 1045 h – 1100 h Review of documents & Adequacy audit findings  
 1100 h – 1115 h Tea Break  
 1115 h – 1200 h Brief visit to the site

TIME	Management	Management
1200 h -1230 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)	Leadership and commitment (5.1) Policy (5.2) Organizational roles, responsibilities and authorities (5.3)
	TH	TH
1230 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> Operational planning and control (8.1) Emergency preparedness and response (8.4) Hazard control (8.5)
	TH	TH
1300 h – 1330 h	<b>LUNCH</b>	
1330 h – 1415 h	<b>HR/Management</b> Resources (7.1) 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) Control of monitoring & measuring (8.7)
	TH	TH
1415 h – 1500 h	<b>Management/ Production</b> Prerequisite programs (8.2) Traceability system (8.3)	<b>Management/ Production</b> Verification related to PRPs and hazard control plan (8.8) Control of product and process nonconformities (8.9)
	TH	TH
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) Update to the food safety management system (10.3)
	TH	TH

1600 h -1615 h Auditors' review  
 1615 h – 1645 h Closing Meeting

Doc. No. : QP-05-PL-03

Issue No. : 05

Issue Date : 2017-03-21

Revision No: 00

Revision Date: --

Reviewed and approved by : Director

Issued by : Management Representative



**INDEXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
CONFIDENTIALITY & IMPARTIALITY STATEMENT**

**1. Name of Lead Auditor/Team Leader/Team Member/Technical Expert/Trainee auditor / Certification Committee member/ Impartiality Committee member/ Appeal Committee member :\***

Mr./Mrs./Miss.....

**2. Address of Organization:**

Ind-Expo Certification Limited, Apartment No. 20, Galle Face Court 02, Colombo 03

**3. Type of Management System:** ISO 9001:2015/ISO 22000:2018/ISO 14001:2015/ISO 45001:2018 /HACCP/ GMP/ ISO 13485/Product Certification\*

**4. Type of audit/Meeting: \***

Stage I audit/ Stage II audit/ Surveillance audit/ Recertification audit/ Special audit/ Follow up audit/ Certification committee meeting / Impartiality committee meeting/ Appeal committee meeting

**5. Date(s) of audit / Meeting:**

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**6. Organization Audited/Assessed:**

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*Note: \* Strike out which is not applicable*

I hereby declare that;

- I have not offered any consultancy, guidance, supervision, internal audit or other services to the organization being audited/ assessed in any way and I was not an employee of this organization for last two years.
- I shall neither copy any documentation nor divulge any information collected to any third party without written prior consent from the organization. Information will be submitted in case law or authorized by contractual arrangements (such as with the accreditation body) to release confidential information, in which case the client or individual concerned shall, unless prohibited by law, be notified of the information provided
- I will not keep any documented information that has been obtained from the client after completion of assigned duties by the certification body.
- I will take all professional judgments based on objective evidence and will be free from any influence that can compromise impartiality of the certification process.

.....  
Signature

.....  
Date

Doc. No. : IMSM-GR-AG-01

Issue No. : 04

Issue Date : 2017.02.06

Revision No : 04

Revision Date : 2022.01.10

*Reviewed and approved by : Director*

*Issued by : management Representative*

## Tharindu

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**From:** Tharindu Hettiarachchi [mailto:tharindu@indexpo.lk]  
**Sent:** Monday, October 11, 2021 03:46 PM  
**To:** 'janaka.food@gmail.com'  
**Cc:** 'aruna@indexpo.lk'; 'yasas@indexpo.lk'; 'buddhika@indexpo.lk'  
**Subject:** Janaka Natural – ISO 22000:2018 Stage I Audit plan and safety guidelines  
**Attachments:** Audit plan-Stage I – janaka natural food.pdf; SAFETY GUIDLINE FOR THE AUDITS.PDF

Dear Mr. Janaka,

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 Assistant certification Manager (Mr. Isuru Ilangakoon) immediately. Otherwise please confirm the audit plan.

Thank you!

Warm Regards,



**Tharindu Hettiarachchi**  
Technical Executive

*IND-EXPO CERTIFICATION LIMITED*

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*Galle Face Court 2,*

*Colombo 03,*

*Sri Lanka*

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6.1	<u>Actions to address risk and opportunities:</u> The organization has been identified risk and opportunities, considering the clause number 4.1, 4.2 and 4.3.	
6.2	<u>Objectives of the food safety management system and planning to achieve them:</u> The organization has established SMART objectives at relevant functions and levels. The organization has created an objective monitoring plan to achieve the food safety management system objectives. In that document, what will be done, what resources will be required, who will be responsible, when it will be completed and how results will be evaluated have been explained. They have an annual plan to evaluate the results of objectives.	

6. **Name of Trainee Auditor** : Anuruddha Yasas
7. **Name of Evaluator** :
8. **Conclusions and recommendations of evaluator** :

Signature of evaluator: -----

Date:-----