

Name of Organization: Europa Quality Foods Ltd

NC No. : 01 of 01

Section : Management

Team Leader : Mr. Shantha Kuruppumullage

Relevant Standard : ISO 9001:2015

Auditor : Ms. Buddhika Sajeewana

Relevant Clause : 9.3.2.c.d

Date of audit : 2021/12/17

Relevant company document : Management review meeting minutes.

Non-conformity detected:

Category : Major/Minor

Review of quality management system performance is not adequate.

[Signature]  
.....  
Auditor

[Signature]  
.....  
Team Leader

.....  
Auditee

Correction:

As to give guidelines & Management review inputs are held a new management review meeting on 11/01/2022

[Signature]  
.....  
Auditee

2021-12-28  
.....  
Date

Root cause for Non-conformity:

The performance of the management review meeting is not adequate and company weekly management meeting & management review meeting should be held separately

[Signature]  
.....  
Auditee

2021-12-28  
.....  
Date

Corrective action:

Date of completion:

The management review meeting was held separately were discussed inputs (9.3.2) & outputs (9.3.3) of the ISO 9001:2015 system & meeting minutes was prepared

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*zul*  
Auditee

.....  
2022-01-11  
Date

Verification of corrective action:

NC Closed/Open

Evidence provided for corrective action taken is satisfactory. Hence NC is closed,


.....  
*[Signature]*  
Auditor

.....  
12/01/2022  
Date

Effectiveness of corrective action:

.....  
Auditor

.....  
Date

 <b>QMS/FSMS DI</b>		<b>Section</b> : 9.3
		<b>Issue No</b> : 01
<b>EQF/DI-72</b>	<b>MANAGEMENT REVIEW</b>	<b>Date</b> : 01.08.2020
		<b>Page</b> : 1 of 1
		<b>Revision</b> : 00
		<b>Author</b> : CC
		<b>Approved</b> : D-0

**Date : 11/01/2022**

**Participants: Director, Senior Consultant, Director/ GM, General Manger-Admin, Chief Chemist , Accountant, Assistant Production Manger , Assistant Manager – Commercial, Chemist**

**Meeting minutes:**

CC read the minutes of previous management meeting at 22/09/2021

**Changes in external and internal issues that are relevant to the FSMS/QMS , including changes in the organization and its context.**

In the last external audit, the non conformity of the Quality and Food Safety Policy was changed to suit the updated standard, and statutory and regulatory requirements were added to the QMS / FSMS.

The company profile and organizational structure (Section :01) has been changed according to the current positions with the approval of the Director.

**Result(s) of system updating activities**

Everyone agreed to change the quality objectives (Section: 6.2.2) of the company and change it according to the resources and responsibilities identified.

The QA department suggested the use of two supporting documents as mentioned to enhance the quality of the final product.

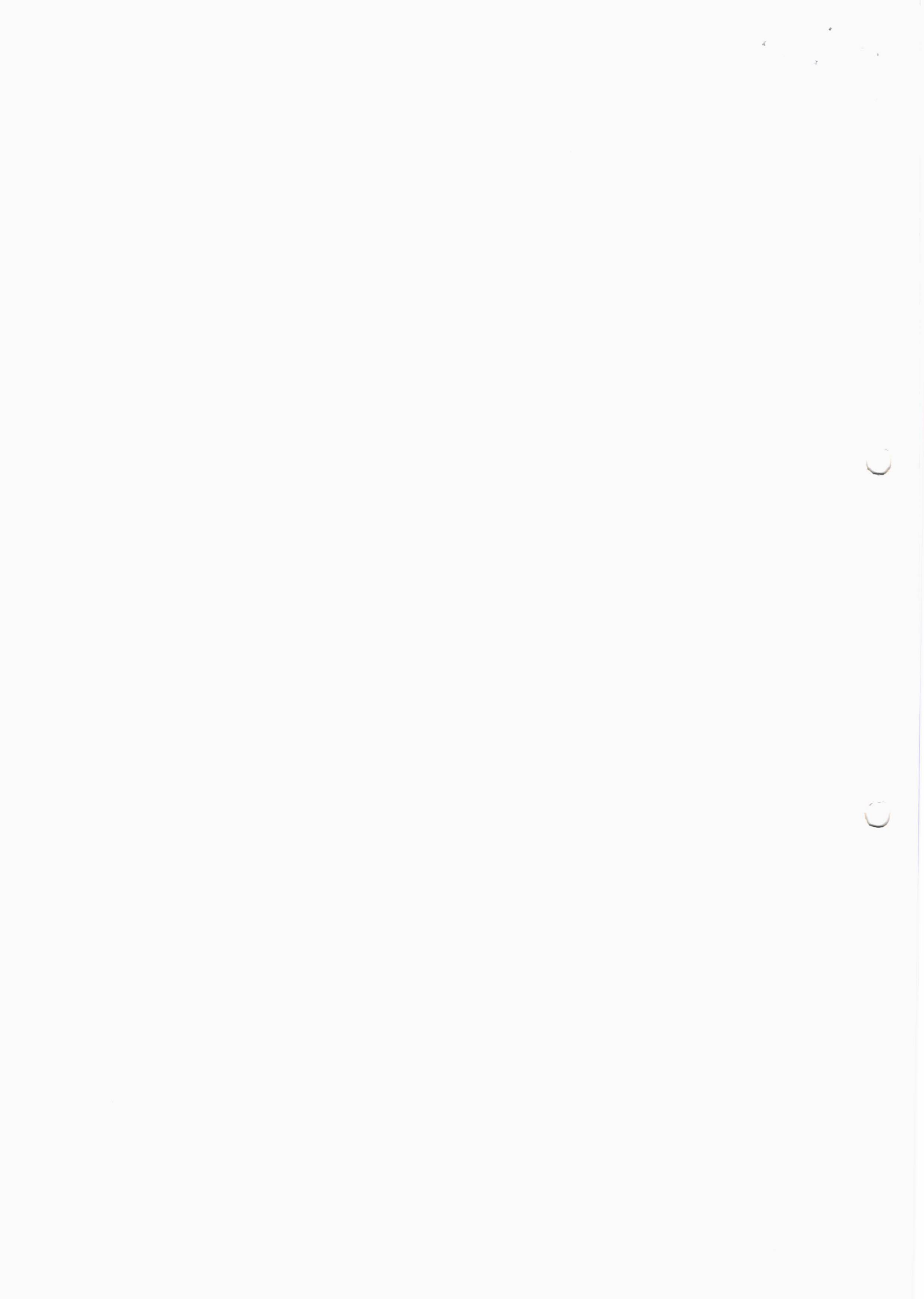
- For material Sorting –For the Packing department, prior to final packing
- Testing the pH of the pre-formed sugar solution before using the products.

**Monitoring and measurement results;**

Each department head presented their achieved objectives and discussed how much further improvements should be made and whether measurements and data analysis have been reached.

**Analysis of the results of verification activities related to PRPs and the hazard control plan**

CC presented that in the future CCP and OPRP will be classified only on the basis of severity and probability of multiplication.



**Nonconformities and corrective actions;**

Reviewed the taken effectiveness of action taken against of the internal and external audits.

**Audit results (internal and external);**

Reviewed the effectiveness of action taken against of the last external findings. Evaluated the audit results accordingly.

All department heads explained their effectiveness and improvement after the last external audit.

**Inspections**

R&D department presented their new product development progress with the new customer requirements.

Discussed regarding future launched product status

**The review of risks and opportunities and of the effectiveness of actions taken to address them**

None

**The extent to which objectives of the FSMS have been met**

All Department heads explained the quality objective and how to follow their objectives

**The adequacy of resources**

None

**Resource needs.**

Human Resource – Recruited for the post of Director-Exports to EQF with Local and Export Business Developments purpose.

**Any emergency situation, incident**

None

**Relevant information obtained through external and internal communication, including requests and complaints from interested parties**

None

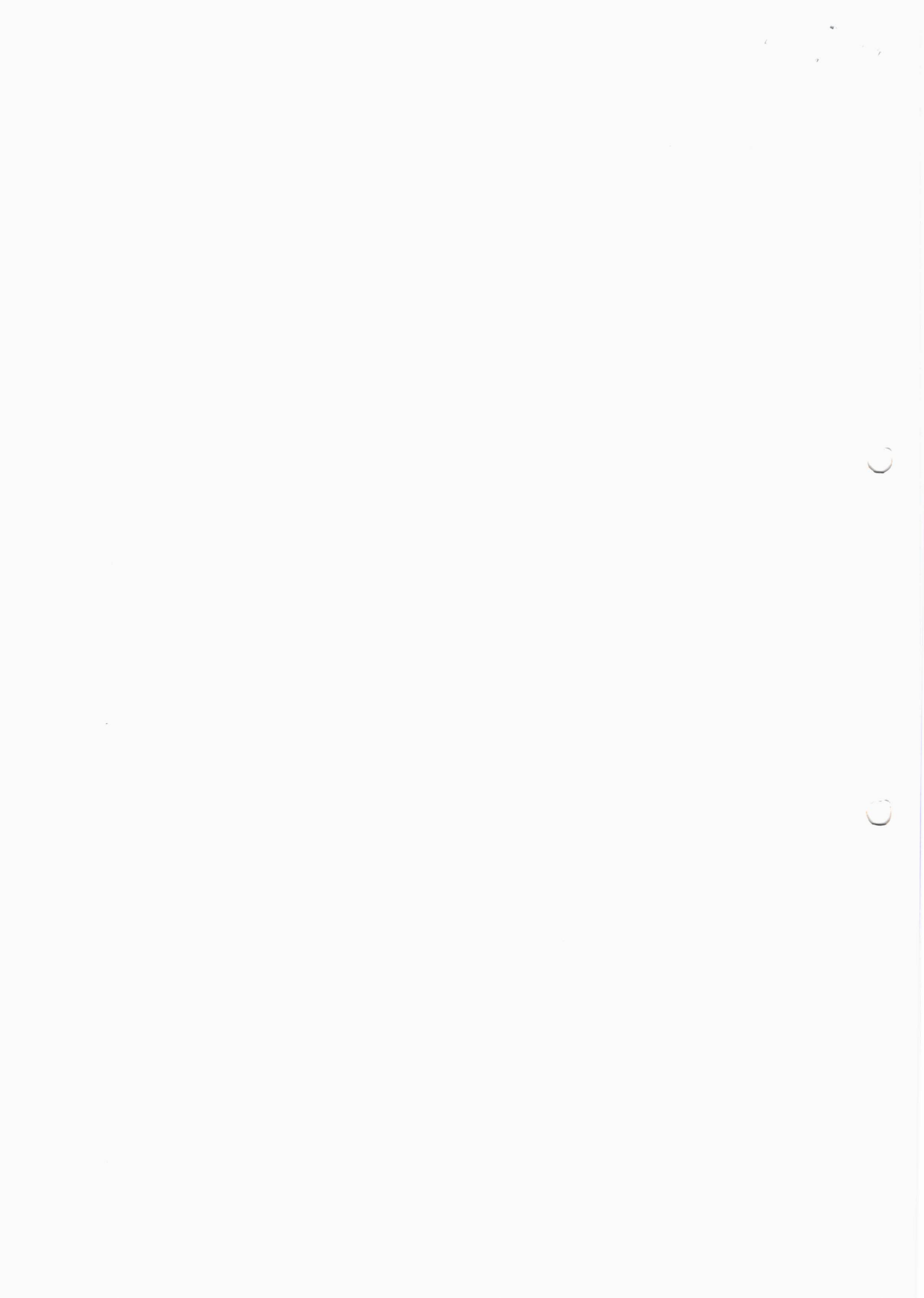
**Opportunities for continual improvement**

QA and R&D department should develop new products to local and international market with the customer requirement and market requirement.

The marketing team discussed finding out the new market trend in the local and international market and will communicate it to the R&D department for new product development and plan to produce new products to meet market demand.

**Decisions and actions related to continual improvement opportunities**

None



**Any need for updates and changes to the FSMS, including resource needs and revision of the food safety policy and objectives of the FSMS**

The QMS & FSMS manual will be changed with the new revision number, depending on the changes made to the system above.

**Customer satisfaction and feedback from relevant interested parties**

None

