

4.0 Core information		
<input checked="" type="checkbox"/> Initial/First Certification	<input type="checkbox"/> Renewal of existing certification	<input type="checkbox"/> Extension to scope of existing certification
<input type="checkbox"/> Accredited	<input type="checkbox"/> Non accredited	
4.1 Expected date for audit	Nov 2022	
4.2 Was a consultant used in the development of the Management System? If yes, please provide the name of the consultant used	No	
4.3 How long has the Management system been in place	N/A	
4.4 Please indicate the legal obligations to be abide by the Applicant Organization (eg.: CEA regulations, CDA registration, Tea board registration, CIDA registration, industry specific regulations, compulsory product certifications etc)	BOI Regulation	

5.0 IF PREVIOUSLY CERTIFIED, PAST HISTORY OF CERTIFICATION				
<i>Please indicate if you had any third party certification for the management system.</i>				
Scheme	Certification body	Expiry date	No NC's of the last audit	Status of the NC's
5.1 Reason for changing the certification body				

6.0 SCOPE	
6.1 What is the proposed scope of certification? <i>(detail product/s manufactured and key processes, e.g. Activities pertaining to manufacturing of Black tea)</i>	Fabric Printing
6.2 Description of products manufactured and/or services offered/Nature of the Business	Printed Fabric
6.3 Exclusions from the applicable requirements of the standard	N/A
6.4 Justification for exclusion	N/A



IND-EXPO CERTIFICATION LIMITED
APPLICATION FOR MANAGEMENT SYSTEMS CERTIFICATION

The Director/CEO,

Ind-Expo Certification Ltd,
CNCI Secretarial,
Apt # 20, 1stFloor, Galle Face Court 02,
Colombo 03, Sri Lanka.
Tel : (0) 112 423 452
Email : info@indexpo.lk

For office use

DATE RECEIVED	2022.08.23
REFERENCE NUMBER	
NEW CERTIFICATION	✓
RECERTIFICATION	
REVIEWING OFFICER	Dsuru

1.0 COMPANY OR ORGANISATION TO BE AUDITED			
1.1 Company Name	Teejay Lanka Prints(Pvt) Ltd		
1.2 Address	Block D-03, Seethawaka EPZ, Avissawella		
1.3 Contact Name 1	Romesh Perera	1.4 Contact Name 2	Asanka Dharmadasa
1.5 Designation	Manager HR & Admin	1.6 Designation	Snr. Executive
1.7 E-mail Address	Romeshp@teejay.com	1.8 E-mail Address	asankad@teejay.com
1.9 Tel No.	0770659163	1.10 Tel No.	0772929173
1.11 Fax	0364279595		
1.12 Website	www.teejay.com		
1.13 Is this site part of a group?	No		
1.14 Please specify the group name	N/A		
1.15 Business Registration number (Submit a copy)	PV 12838		
1.16 VAT registration number	114271241-7000		

2.0 COMPANY TO BE INVOICED (if same as above please leave blank)			
2.1 Company Name	Teejay Lanka Prints (Pvt) Ltd		
2.2 Address	Block D-03, Seethawaka EPZ, Avissawella		
2.3 Contact Name	Romesh Perera	2.4 Contact Position	Manager HR & Admin
2.5 Contact E-mail Address	RomeshP@teejay.com		
2.6 Tel No.	0770659163		

3.0 STANDARD REQUIRED			
<input type="checkbox"/> ISO22000:2018	<input type="checkbox"/> HACCP	<input type="checkbox"/> GMP	<input checked="" type="checkbox"/> ISO 9001: 2015
<input checked="" type="checkbox"/> ISO 45001: 2018	<input checked="" type="checkbox"/> ISO 14001: 2015	<input type="checkbox"/> ISO 50001: 2011	
<input type="checkbox"/> Other (Comment)			

Doc No : QP-03-F-01

Issue No : 13
Rev.No : 03

Issue Date : 2016-11-29
Rev. Date : 2022-06-13

Reviewed & Approved by: Director

Issued by: Management Representative

7.7	Number of employees in production full time equivalent on main shift	Members of 03 Shifts - 124 (12hrs -7.30 to 7.30), General shift - 50 (7.30am-5.00pm)
7.8	No of shifts and time duration for shift	03 Shifts/ 12hrs
7.9	Is the process fully automated?	No
7.10	Preferred language to conduct audit	<input checked="" type="checkbox"/> Sinhala <input type="checkbox"/> English <input type="checkbox"/> Tamil

8.0 DOCUMENTED INFORMATION (Please submit copies of the following documents along with the duly perfected Application)	
8.1	<p>HACCP/ ISO 22000:2018</p> <p>a) Flow diagram/s</p> <p>b) HACCP plan/s</p> <p>a) Food safety Policy</p> <p>b) Food Quality Objectives</p>
8.2	<p>ISO 9001:2015</p> <p>c) Process flow chart/s,</p> <p>d) Quality Policy,</p> <p>e) Quality Objectives,</p> <p>f) Any other documented information (e.g.: Vision and mission, Identified risk and organizational strategies etc.)</p>
8.3	<p>ISO 14001:2015</p> <p>a) Environmental Policy ,</p> <p>b) Environmental Objectives,</p> <p>c) Emergency preparedness,</p> <p>d) Environmental Aspect and Impact Evaluation</p>
8.4	<p>ISO 45001:2018</p> <p>a) Scope of the organization ,</p> <p>b) OHSAS Policy ,</p> <p>c) OHSAS Objectives,</p> <p>d) HIRA, Policies & procedures for implementation,</p> <p>e) Identified of the key hazards and OH&S risks associated with processes,</p>
8.5	<p>ISO 50001:2018</p> <p>a) Scope of the organization,</p> <p>b) Energy policy, objectives ,targets and energy management action plan</p> <p>c) Energy review, energy performance & energy performance indicators</p>

8.0 DECLARATION BY APPLICANT	
<p>I /We have read and understood the Terms and Conditions for certification (IMSM/TCC/01) of Ind-Expo certification scheme. Should any initial enquiry be made by the Certifying Authority, I/We agree to extend to the Certifying Authority all required facilities at my/our command and I/We agree to pay all costs involved prior to the grant of the Certificate. I/We will not hold liable either the Ind-Expo Certification Ltd or those having a function in its</p>	


6.5 Detail any operations included in the scope that are performed on another site? (<i>Multi-site activities; production of different production activities in different locations under same scope etc.</i>) What is the distance from this site?	No
6.6 Is any part of the process and/or product sub-contracted (out-sourced)? If Yes, please detail	No

7.0 COMPANY DETAILS <i>(please complete fully this section as it determines the audit time)</i>																													
7.1 Plant size (<i>metres square including storage on site</i>)	8095.29m2																												
7.2 Headcount (<i>total employees including temporary workers</i>)	Associate & Staff -124																												
7.3 Employee head count breakdown (<i>e.g.: permanent, contract workers, part time, trainees etc.</i>)	Permanent -124																												
7.4 Employee breakdown according to the departments (<i>e.g.: Admin& HR, Planning, Production, Quality, Maintenance</i>)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>BATCHING</td><td style="text-align: right;">5</td></tr> <tr><td>CAD/CAM</td><td style="text-align: right;">5</td></tr> <tr><td>COLOUR PREPARATION</td><td style="text-align: right;">10</td></tr> <tr><td>ENGRAVING</td><td style="text-align: right;">10</td></tr> <tr><td>Finance Department</td><td style="text-align: right;">2</td></tr> <tr><td>FINISHING</td><td style="text-align: right;">20</td></tr> <tr><td>HR</td><td style="text-align: right;">2</td></tr> <tr><td>INSPECTION</td><td style="text-align: right;">22</td></tr> <tr><td>LAB</td><td style="text-align: right;">4</td></tr> <tr><td>MAINTENANCE</td><td style="text-align: right;">10</td></tr> <tr><td>Marketing</td><td style="text-align: right;">2</td></tr> <tr><td>PLANNING</td><td style="text-align: right;">1</td></tr> <tr><td>PRINTING</td><td style="text-align: right;">25</td></tr> <tr><td>STORES</td><td style="text-align: right;">7</td></tr> </table>	BATCHING	5	CAD/CAM	5	COLOUR PREPARATION	10	ENGRAVING	10	Finance Department	2	FINISHING	20	HR	2	INSPECTION	22	LAB	4	MAINTENANCE	10	Marketing	2	PLANNING	1	PRINTING	25	STORES	7
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7.5 Number of employees working away from the organization (<i>e.g.: sales team, transportation employees etc.</i>)	0																												
7.6 Number of production lines	N/A																												





IND-EXPO CERTIFICATION LIMITED
APPLICATION FOR MANAGEMENT SYSTEMS CERTIFICATION

activities for damages resulting from the consideration of the application for certification, including the possible rejection. Herby confirm that the information submitted true and accurate.	
Date	23.08.2022
Signature	
Name	Romesh Perera
Designation	Manager HR & Admin
For and on behalf of	<i>(Name of the Applicant Organization)</i>