



# IND-EXPO CERTIFICATION LIMITED

APPLICATION FOR MANAGEMENT SYSTEMS CERTIFICATION

The Director/CEO,  
Ind-Expo Certification Ltd,  
CNCI Secretarial,  
Apt # 20, 1<sup>st</sup> Floor,  
Galle Face Court 02,  
Colombo 03,  
Sri Lanka.

for office use

DATE RECEIVED	
REFERENCE NUMBER	
NEW CERTIFICATION	
RECERTIFICATION	
REVIEWING OFFICER	

## 1. GENERAL:

1.1. Registered Name of the Applicant Organization: Lanka Soils Coir Substrate (Pvt) Ltd.

1.2. Address (Head Office) : Arambe Uyana, Ihala diyadora, Wewagama , Kuliypitiya

Telephone: 037 2285444 Fax:..... E mail: lankasoilsoirsubstrate@gmail.com

1.3. Contact Person of the Organization:

a) Nominee 1:

Name : R.K. D.L.K. Rajapaksha  
Designation : Chairman  
Telephone : 077 3038824  
Fax : -  
E-mail : lankagreengrowers@gmail.com

b) Nominee 2:

Name : R.K. P.M.K. Rajapaksha  
Designation : Director  
Telephone : 077 2631498  
Fax : -  
E-mail : praveenrajapaksha.pr@gmail.com

1.4. Legal status of the organization :

a) Registration authority : Certificate of incorporation

b) Registration number : PV 00213077 Date: 12.01.2021

1.5. VAT registration number : 102849515 - 2525

## 2. REQUESTED MANAGEMENT SYSTEM CERTIFICATION:

- GMP     HACCP ;     ISO 22000: 2018;     ISO 9001: 2015;     ISO 14001: 2015;  
 ISO 45001: 2018;     ISO 50001: 2011



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### 3. APPLICABLE LOCATION(S) FOR THE CERTIFICATION:

[Please indicate the permanent physical locations (subsidiaries, branches, warehouses etc.) registered under the Applicant Organization, which are to be included in the certification. Attach a separate sheet for temporary locations (eg. Construction Projects)] [If required Please attach separate sheet]

Name & Address	Telephone/Fax/E-mail
Lanka Soils Coir Substrate (Pvt) Ltd, Arambe Uyana Estate, Ihala Diyadora , Wewagama , Kuliyapitiya.	037 - 2280087 077- 2631498  lankasoilsoirsubstrate@gmail.com

### 4. DEPARTMENTS/DIVISIONS APPLICABLE AND NUMBER OF EMPLOYEES:

Departments/Divisions (eg.: Management, Design, Production, Quality Assurance, Human Resources, etc.)	Total Effective Number of Employees**				Number of employees working on each shift and time of shift		
	Full Time Employee	Part Time Employee	Casual Employee	Sub Contracted Employee	Shift 1 & time	Shift 2 & time	Shift 3 & time
Head Office:	06	-	-	-	8.00 A.M. to 16.00 P.M.		
Location 1	20	10	05	-	7.00 A.M. to 17.00 P.M.		
Location 2							
Location 3							
Total	26	10	05				

[If required Please attach a separate sheet]

"The effective number of employees consists of all full time employees involved within the scope of certification including those working on each shift. Non-permanent (seasonal, temporary and contracted employees) and part time employees who will be present at the time of the audit shall be included in this number.

#### 5. LEGAL & OTHER OBLIGATIONS OF THE COMPANY

(Please indicate the legal obligations to be abide by the Applicant Organization) (eg: CEA regulations, CDDA regulations, industry specific regulations, compulsory product certifications etc.)

- Provincial Environmental Authority ( North Western Province )
- ETF / EPF
- EPL
- CDA
- EDB

#### 6. CORE INFORMATION

6.1. System of the organization (ex. Quality Management System, Food Safety Management System, Environmental Management System ,etc) is developed by: [outside consultant(s) and/or organization itself] If you used service from consultant mentioned the name of consultant.

- Quality Management System is Developed by outside Consultant

6.2. Type of certification [New Certification or Recertification]and required certification (Accredited certificate or Non Accredited certificate):  
Note: Non Accredited certificates will be issued only for scope where Ind-expo does not process accreditation)

- New Certification

6.2.1 How long has the Management system been in place?

- 06 Months

6.2.2 If Recertification;

- a) Date of first certification: -
- b) Validity period of previous certification : -
- c) Scope of previous certification : -
- d) Major changes done in the Management System during the previous year [if any] : -



6.3. Description of products manufactured and/or services offered/Nature of the Business:

- Lanka Soils Coir Substrate (Pvt) Ltd Company is manufacturing and exporting coir fiber based growing substrate.

6.4. Markets Serving (at present): [ Local only, Local and International (note down the countries), International only (note down the countries)]

- International only
- Canada , Mexico

6.5. Description of manufacturing processes and/or services which has been outsourced to the external party:

- No out sourced

6.6. Description of products manufactured and/or services offered which are to be excluded from the scope of the certification:

- Design and Development

6.7. Desired scope of the certification:

- Activities Pertaining to manufacturing of coir fiber pith substrate based products

**6.8 . Reason for the certification:**

- To improve company quality management system and product manufacturing process.
- To improve safety working environment to employees

**6.9. Preferred language to conduct audit:**

Sinhala  English  Tamil

**7. DOCUMENTED INFORMATION**

Please submit copies of the following documents along with the duly perfected Application.

**7.1 HACCP**

- a) Scope of the organization
- b) HACCP plans, Policies & Procedures for implementation

**7.2 ISO 22000:2005/ISO 22000:2018**

- a) Scope of the organization
- b) HACCP plans, Policies & Procedures for implementation
- c) Food Safety Policy and objectives

**7.3 ISO 9001:2015**

- a) Scope of the organization, and justification for applicability ,
- b) Documented information to support the operation of processes of the organization,
- c) Quality Policy,
- d) Quality Objectives,
- e) Operational planning and control.
- f) Any other documented information (ex: Business plan, vision and mission, corporate strategies)

**7.4 ISO 14001:2015**

- a) Scope of the organization, and justification for any exclusion ,
- b) Environmental Policy ,
- c) Environmental Objectives,
- d) Operational planning and control.
- e) Environmental Aspect and Impact Evaluation

**7.5 ISO45001:2018**

- a) Scope of the organization ,
- b) OHSAS Policy ,
- c) OHSAS Objectives,
- d) HIRA, Policies & procedures for implementation,
- e) Operational planning and control.



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#### 7.6 ISO 50001:2011

- a) Scope of the organization,
- b) Energy policy, objectives ,targets and energy management action plan
- c) Energy review, energy performance & energy performance indicators
- d) Operational control

#### 8. DECLARATION BY APPLICANT

8.1 I /We have read and understood the Terms and Conditions for certification (IMSM/TCC/01) of Ind-Expo certification scheme.

8.2 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.

8.3 I/We will not hold liable either the Ind -Expo Certification Ltd or those having a function in its activities for damages resulting from the consideration of the application for certification, including the possible rejection.

Date : 2022.07.28

Signature : .....

Name : R.K.P.M.K. Rajapaksha

Designation : Director

For and on behalf of Lanka Soils Coir Substrate (Pvt) Ltd  
(Name of the Applicant Organization)



7.6 ISO 50001:2011

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Designation : Director

For and on behalf of Lanka Soils Coir Substrate (Pvt) Ltd  
[Name of the Applicant Organization]