



# IND-EXPO CERTIFICATION LIMITED

## APPLICATION FOR MANAGEMENT SYSTEM 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	
RE-CERTIFICATION	
REVIEWING OFFICER	

### 1. GENERAL

1.1. Registered Name of the Applicant Organization: WICKRAMARACHCHI BROTHERS (PVT) LTD

1.2. Address (Head Office): No - 357/1, Embaraluwa, Weliveriya

Telephone: 033-2256108 Fax: 033-2256108 Email: wickylab@gmail.com

### 1.3. Contact Person of the Organization:

#### a) Nominee 1:

Name: W. R. I. Wickramarachchi  
Designation: Director  
Telephone: 0777 - 102250  
Fax: 033 - 2256108  
E-mail: wickylab@gmail.com

#### b) Nominee 2:

Name: Indra Wickramarachchi  
Designation: Director  
Telephone: 033-2256108  
Fax: 0332256108  
E-mail: \_\_\_\_\_

1.4. Legal status of the organization: Registrar General of Companies

a) Registration authority: \_\_\_\_\_  
b) Registration number: PV00246625 Date: 14<sup>th</sup> Oct. 2021

1.5. VAT registration number: No -

### 2. REQUESTED MANAGEMENT SYSTEM CERTIFICATION:

HACCP;  ISO 22000: 2005;  ISO 9001: 2015;  ISO 14001: 2015;  
 OHSAS 45001 : 2018;  ISO 50001: 2011

Doc No: QP-03-F-01

Issue No: 13  
Rev No: 02

Date of Issue: 2021-11-29  
Rev Date: 2020-01-25

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Reviewed & Approved by: Director

Issued by: Management Representative



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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 Organisation, which are to be included in the certification. Attach a separate sheet for temporary locations (eg: Construction Projects)] [If required Please attach a separate sheet]

Name & Address	Telephone/Fax/E-mail
Wickramarachchi Brothers (Pvt) LTD No-35A/1, Embarrasawa Deliveries	0332256108 0332256108 wickylab@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
Location 1								
Location 2								
Location 3								
Head Office:	46	02	-	-		9 am to 5 pm		
Total	46	02	-	-				



[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.)

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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.

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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)

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6.2.1 How long has the Management system been in place?

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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:

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

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

None  
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6.6. Description of products manufactured and/or services offered which are to be excluded from the scope of the certification:

Ayurvedic oil, Arishta, syrup, Asawa, face cream, suppling  
balm, Asamodagam  
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6.7. Desired scope of the certification:

Activities pertaining to Manufacturing of face creams  
& Ayurvedic Products  
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6.8. Reason for the certification:

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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

- 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 OHSAS 45001:2018

- 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 : 17.06.2022

Signature : 

Name : W.R.I. Wickramarachchi

Designation : Directors

For and on behalf of Wickramarachchi Brothers (Pvt) Ltd  
[Name of the Applicant Organization]

WICKRAMARACHCHI BROTHERS (PVT) LTD  
PV 00246625

.....  
Director

.....  
Director

WICKRAMARACHCHI BROTHERS (PVT) LTD  
PV 00246625