

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

Name of the organization: Yoo Brands (Pvt) Ltd
Assessment site: No 375/A/01, High level road, Makumbura, Pannipitiya
Type of audit: Stage I
Applicable standard: ISO 9001 : 2015
Scope: Manufacturing, packing and supply of shoes.

Objective: To determine compliance & readiness of the QMS with the requirements of ISO 9001:2015
Date of audit: 2023.05.15

Audit Team Name

<u>Name</u>	<u>Position</u>
Mr. D.N.S Kuruppumullage (DNSK)	Team Leader
Mr. Aruna Amaradasa (AA)	Team Member
Mr. Isuru Ilangakoon (II)	Team Member

0900 h – 0915 h Opening meeting
 0915 h – 0930 h Tea Break

Time	Management	Management/HR	Management/HR
0930 h – 1100 h	Understanding the Organization and its context (4.1) Understanding the needs and expectation of interest parties (4.2) Determining the scope of QMS (4.3) QMS and its Processes (4.4)	Resources (7.1) General (7.1.1) People (7.1.2) Infrastructure (7.1.3) Environment for the operation of processes (7.1.4) Organizational knowledge (7.1.6)	Communication (7.4) Documented information (7.5)
	AA	DNSK	II
1100 h – 1230 h	Management Leadership and commitment (5.1) Customer focus (5.1.2) Policy (5.2) Organizational roles, responsibilities and authorities (5.3)	Sales/HR Monitoring, measurement, analysis and evaluation (9.1) Customer satisfaction (9.1.2) Analysis and evaluation (9.1.3)	HR Competence (7.2) Awareness (7.3)
	AA	DNSK	II
1230 h – 1315 h	LUNCH		
1315 h – 1430 h	Management/Process Actions to address risk & Opportunities (6.1) Quality objectives & Planning to achieve them (6.2) Planning of changes (6.3)	Management/Process Operational planning & control (8.1) Requirements for products & services (8.2) Design & Development of products & Services (8.3)	Management/HR Internal Audit (9.2)
	AA	DNSK	II
1430 h – 1630 h	Management/Process General (10.1) Nonconformity and corrective action (10.2) Continual improvements (10.3)	Management/Process Control of externally provided processes, products & Services (8.4) Production & service provision (8.5) Release of products & services (8.6) Control of nonconforming outputs (8.7) Monitoring & measuring recourses (7.1.5)	Management/HR Management Review (9.3)

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Issue No. : 06

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Reviewed and approved by : Director
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Issued by : Management Representative



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	AA	DNSK	II
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1630 h -1645 h Auditors' review
1645 h - 1715 h Closing meeting (Confirmation of Scope/ Use of logo/ Handing over of report)

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