



IND-EXPO CERTIFICATION LIMITED

INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME

STAGE II AUDIT REPORT

ISO 9001:2015

Dickwella Hiru Fashion (PVT) Ltd.

**INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
STAGE II AUDIT REPORT – ISO 9001:2015**

1. NAME OF ORGANIZATION : Dickwella Hiru Fashion (PVT) Ltd.,	
2. ADDRESS OF HEAD OFFICE : No 02, Danketiya Waththa, Batheegama - West, Dickwella,	
3. ASSESSMENT SITE/S : No 02, Danketiya Waththa, Batheegama - West, Dickwella,	
4. CONTACT DETAILS :	
4.1 Name : M.P. Perera	Designation : QA Manager
4.2 Tel : 0412256801	Mobile : 075-2251400 Fax : --
4.3 E-mail : muthupereramuthu@gmail.com	
5. NO. OF EMPLOYEES : 174	
6. APPLICABLE STANDARD : ISO 9001:2015	
7. FILE NO.: IMSC - QMS - 079	
8. NACE CODE / SUBCATEGORY : 14	
1. SCOPE OF CERTIFICATION: Activities Pertaining to Manufacturing of wearing apparels under the brand HF Collection ,Definitely ,Intendo and subcontracting to international brands.	
2. CONFIRMATION FOR SCOPE OF CERTIFICATION :	
The scope is confirmed.	
Signature	DICKWELLA HIRU FASHION (PVT) LTD No:02, DANKETIYA WATTA, BATHEEGAMA WEST DICKWELLA.
3. DATE OF AUDIT & Time : 2022-03-29	
4. TYPE OF AUDIT : Stage II	
5. AUDIT TEAM :	
Mr. D. N. S. Kuruppumullage	Team Leader
Mrs. Buddhika Sajeewani	Team Member
Mr. Tharindu HettiArachchi	Team-Member Trainee Auditor

Mr. fsum Flaarakun Team Member

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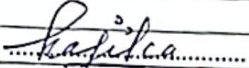
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3. ASSESSMENT SITE/S :	No 02, Danketiya Waththa, Batheegama - West, Dickwella,		
4. CONTACT DETAILS :			
4.1 Name :	M.P. Perera	Designation :	QA Manager
4.2 Tel :	0412256801	Mobile :	075-2251400 Fax : --
4.3 E-mail :	muthupereramuthu@gmail.com		
5. NO. OF EMPLOYEES :	174		
6. APPLICABLE STANDARD :	ISO 9001:2015		
7. FILE NO. :			
8. NACE CODE / SUBCATEGORY :	14		
1. SCOPE OF CERTIFICATION:	Activities Pertaining to Manufacturing of Garment Products ^{wearing apparel} under the brand HF Collection, Definitely, Intendo ^{and subcontracting to international} _{at brands}		
2. CONFIRMATION FOR SCOPE OF CERTIFICATION :	The scope is confirmed.		
Signature	 DICKWELLA HIRU FASHION (PVT) LTD No:02, DANKETIYA WATTA, BATHEEGAMA WEST DICKWELLA.		
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**INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
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The objectives of this audit were:

- to confirm that the management system conforms with all the requirements of the audit standard;
- to confirm that the organization has effectively implemented the planned management system;
- to confirm that the management system is capable of achieving the organization's policy and objectives on quality management

7. AUDIT CRITERIA : ISO 9001: 2015**8. ANY DEVIATIONS FROM THE AUDIT PLAN AND REASONS: None****9. ANY SIGNIFICANT ISSUES IMPACTING ON THE AUDIT PROGRAMME: None****10. SIGNIFICANT CHANGES, IF ANY, THAT AFFECT THE MANAGEMENT SYSTEM OF THE COMPANY SINCE THE LAST AUDIT TOOK PLACE : None****11. AUDIT FINDINGS :****19.1 CONTEXT OF THE ORGANIZATION (4 of ISO 9001:2015):****Understanding the organization and its context (4.1 of ISO 9001:2015) :**

Organization has determined the external and internal issues that are relevant to purpose and strategic direction to achieve the expected results from the quality management system. The organization is also having a mechanism to monitor and review those issues.

Understanding the needs and expectations of interested parties (4.2 of ISO 9001:2015):

Organization has identified interested parties that can affect the quality management system. The requirements of these interested parties have been determined by the organization. Organization has a system of monitoring and reviewing information of those interested parties.

Determining the scope of the quality management system (4.3 of ISO 9001:2015) :

Organization has determined its scope based on the external and internal issues, the requirement of the interested parties, the product and services offered as well as the requirements of the ISO 9001:2015 standard.

Quality management system and its processes (4.4 of ISO 9001:2015):

Organization has established, implemented and maintained the quality management system including the processes needed and its interaction. Organization has applied all the processes required throughout the organization with required input and expected output. The organization also has established required

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Organization also has provided personnel required to effectively implement the QMS and the activities related to QMS.

Infrastructure (7.1.3 of ISO 9001:2015):

Company has provided buildings, space for its intended operation with required utilities such as electricity, water, and information and communication technology.

Environment for the operation of processes (7.1.4 of ISO 9001:2015):

Organization has provided necessary operation environment in terms of both physical and human requirement. Adequate ventilation and light for the operation are provided. Operation also complies with the sanitary requirements for staff and the visitors.

However It has been observed that the supply of power of fusing machine is not properly guarded for electric leaks and trips switches are not regularly verified for working condition. (OB)

Monitoring and measuring resources (7.1.5 of ISO 9001:2015):

Company has provided equipment necessary to obtain valid and reliable results such as steel ruler, measuring tapes etc. These equipment have been controlled by regular inspection and by calibration and calibration reports are available.

Organizational knowledge (7.1.6 of ISO 9001:2015):

Available organizational knowledge is sufficient to provide the expected service. Opportunities are given to the staff to acquire required organizational knowledge through experience, failures and successes and also knowledge gained from experiences acquired from education, training and customers.

Competence(7.2 of ISO 9001:2015):

Organization has determined the necessary competent level of staff members based on their duties and responsibilities to avoid undesired effect on performance and effectiveness of QMS. Their education, training and experience are considered for this purpose. Where ever the gap between required competence and available competence exist. Skill matrix is available. All training records are available.

The process of taking action to acquire the necessary competence and evaluating the effectiveness of the action taken is not effective. (NCR)

Awareness (7.3 of ISO 9001:2015):

The organization has given awareness to all the staff members and production on implementation of ISO 9001 documentation ,Fire safety , leadership and productivity trainings etc..

Communication (7.4 of ISO 9001:2015):

The organization has determined internal and external communication relevant to quality management system to different staff members depending on the responsibilities and authority down the hierarchy.

Documented information(7.5 of ISO 9001:2008):

General (7.5.1 of ISO 9001:2015):

Company has identified documented information required by the standard and documents required to be apply for effectiveness of QMS.

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Creating and updating (7.5.2 of ISO 9001:2015):

Company has a procedure for creating and updating documented information. Master list of documents is available.

Control of documented information (7.5.3 of ISO 9001:2015): Company has established a documented information control system for both documents and records. Including distribution, retrieval, storage and preservation, control of changes, retention and disposition. All the internal and external documents required have been identified and controlled.

19.5 OPERATION (8 of ISO 9001:2015):

Operational planning and control (8.1 of ISO 9001:2015):

Company has planned, implemented and controlled the processes required to control the service and product provision. Company has established relevant criteria for the processes and the acceptance of service and products. As well as organization has controlled planned changes and it has noticed they have been reviewed the consequences of unintended changes and actions has taken to mitigate the same.

Requirements for products and services (8.2 of ISO 9001:2015):

Customer communication (8.2.1 of ISO 9001:2015):

Company has been adequately addressed customer communication as it is important to their activities. Company provides information to their customers regarding to their products. Customer complaints and enquiries have been handled in appropriate manner.

Determining the requirements for products and services (8.2.2 of ISO 9001:2015):

Company has considered about statutory and regulatory requirements when defining the requirements for product and services.

Review of the requirements for products and services (8.2.3 of ISO 9001:2015):

The customer's requirement has confirmed by the company Managing Director before acceptance of the customer order and conducts review prior to committed supply product to customers.

Changes to requirements for products and services (8.2.4 of ISO 9001:2015):

When amendment is required due to customer made aware of changing requirement for products company has ensured to change such requirement and amend the relevant documented information.

Design and development of products and services (8.3 of ISO 9001:2015):

General (8.3.1 of ISO 9001:2015):

Company makes the products based on customer requirement which is conveyed to the company through market analysis. When company produce a new design, design is carried out by the managing Director and production team and sales manager will be reviewed. When the customer validation completed it is submitted to the Managing Director for approval and any changes required to the product during the design review process will be carried out and necessary validation and approvals are obtained.

Control of externally provided processes, products and services (8.4 of ISO 9001:2015):

General (8.4.1 of ISO 9001:2015):

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Company has ensured the control of externally provided services including outsourced processes, purchasing, etc. Criteria for the evaluation, monitoring of performance and re-evaluation of the performance of such activities has been carried out and documented information of those activities are retained and controlled.

*Control of externally provided process, product and services is not effective. (NCR)
Ex Company has not determined the criteria for selection of external providers*

Type and extent of control (8.4.2 of ISO 9001:2015):
Externally provided processes are included in the quality management system and appropriate control have been implemented for both services provided and for intended output.

Information for external providers (8.4.3 of ISO 9001:2015):
Company has mechanism to design the requirements including the quality and level of controls including communication channels and it is being conveyed to the company when the services are obtained.

Production and service provision (8.5 of ISO 9001:2015):
Control of production and service provision(8.5.1 of ISO 9001:2015):
Production and service provision is carried out under controlled conditions.

Identification and traceability (8.5.2 of ISO 9001:2015):
According to the order planning department create a job no and communicated to the production. Using the information in the job card information can be traced.

Property belonging to customers or external providers (8.5.3 of ISO 9001:2015):
Organization is not using any products belonging to customers in their processes.

Preservation (8.5.4 of ISO 9001:2015):
Preservation is not applicable.

Post-delivery activities (8.5.5 of ISO 9001:2015):
Considering the type of the product manufactured any after sales activities are not applicable.

Control of changes (8.5.6 of ISO 9001:2015):
When changes required for production and services, company has reviewed requirement of the same and documented information has been retained under controlled condition.

Release of products and services (8.6 of ISO 9001:2015):
The company has a mechanism to release its products as per the customer request and in accordance with the agreement with the customer. Release of products will be authorized only after the final inspection and with the approval of the quality manager.

Control of nonconforming outputs (8.7 of ISO 9001:2015):
When the product or service does not ensure required output, company has controlled to prevent their unintended use or delivery to the customers. Company has taken appropriate actions to correct the

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nonconformity, segregation of nonconforming product and inform the customers to prevent them from using same. The necessary documented information with regard to nonconforming products, its immediate disposition, analysis of root cause and the corrective action taken is retained.

19.6 PERFORMANCE EVALUATION (9 of ISO 9001:2015):**Monitoring, measurement, analysis and evaluation (9.1 of ISO 9001:2015):****General (9.1.1 of ISO 9001:2015):**

Company has determined what needs to be monitored and measured, the methods for monitoring, measurement, analysis.

Customer satisfaction (9.1.2 of ISO 9001:2015):

Customer survey, customer feedback and meeting with customer have been identified as essential requirements for the evaluation of customer satisfaction.

Analysis and evaluation (9.1.3 of ISO 9001:2015):

Organization has implemented a process to analyse and evaluate the data and evaluation obtains from monitoring and measurement activities. Such as customer complain, customer satisfaction, performance of external providers, risk analysis.

Internal audit (9.2 of ISO 9001:2015):

Internal audit has been conducted and Internal audit report, internal audit plan and schedule, internal audit log and corrective action reports were available at the audit.

Management review (9.3 of ISO 9001:2015):**General (9.3.1 of ISO 9001:2015):**

Management review meeting has carried out at planned intervals. All the inputs for conducting management review meeting minutes are stipulated in the standard have been discussed in the Management review meeting.

Management review inputs (9.3.2 of ISO 9001:2015):

Company has determined and selected opportunities for improvement and implemented necessary actions to meet customer requirements and to increase customer satisfaction.

Management review output (9.3.3 of ISO 9001:2015): Organization has included All the outputs of the management review meetings with decisions.

19.7 IMPROVEMENT (10 of ISO 9001:2015):**General (10.1 of ISO 9001:2015):**

Company has determined and selected opportunities for improvement and implemented necessary actions to meet customer requirements and to increase customer satisfaction.

Nonconformity and corrective action (10.2 of ISO 9001:2015):

Company has taken necessary actions to addressed nonconformities and corrective actions have been implemented for such nonconformities. Company has retained documented information as evidence of the nature of the NC and any subsequent action taken and results of corrective action taken.

Continual improvement (10.3 of ISO 9001:2015):

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Company is committed to continually improve the effectiveness of the management system through the use of quality policy, quality objectives, audit results, analysis of data, management review, and corrective implementation.

12. KEY PERSONNEL INTERVIEWED :

Name:	Designation	Responsibilities
Ms Ragika Priyadarshani	Managing director	Overall guidance and policy making, Approval of design and developments
Mrs M.P. Perera	Quality Manager	Ensure Quality Implementation and coordination of QMS
Mr. Priyantha Pushpa Kumara	QA Manager	Approve the Quality, Planning productions
Ms Niluka Srimali	Merchandizer	Responsible for Selection of suppliers, purchasing

13. **APPLICABLE LEGAL REQUIREMENTS:** Company has obligations to comply with both the shop and office act and the factory ordinance. In addition company comply with other labour laws applicable such as EPF, ETF and gratuity act.

14. **ANY UNRESOLVED ISSUES:** None

15. OVERALL CONCLUSION OF THE AUDIT:

Audit is based on a sampling process of the available information at the point of auditing and the audit methods used were interviews, observation of activities and review of documentation and records. With consideration to the findings identified on the report the overall conclusions of the audit are as follow:

- The management system documentation demonstrated conformity with the requirements of the audit standard and provided sufficient structure to support implementation and maintenance of the management system. YES NO
- The organization has demonstrated effective implementation and maintenance /improvement of its management system. YES NO
- The organization has demonstrated the establishment and tracking of Appropriate key performance objectives and targets and monitored progress towards their achievement. YES NO

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- The internal audit program has been fully implemented and demonstrates effectiveness as a tool for maintaining and improving the management system. YES NO
- The management review process demonstrated capability to ensure the continuing suitability, adequacy and effectiveness of the management system. YES NO
- Throughout the audit process, the management system demonstrated overall conformance with the requirements of the audit standard. YES NO

16. MAJOR NON-CONFORMITIES: None

17. MINOR NON-CONFORMITIES: 03

- 01. Establishment of quality policy is not effective
Ex Quality policy is not addressed the commitment to satisfy applicable requirements
- 02. The process of taking action to acquire the necessary competence and evaluating the effectiveness of the action taken is not effective.
Ex: Training evaluation of implementation of ISO 9001:2015 documentation
- 03. Control of externally provided process, product and services is not effective.
Ex: Company has not determined the criteria for selection of external providers

18. OBSERVATIONS:

It has been observed that the supply of power of fusing machine is not properly guarded for electric leaks and trips switches are not regularly verified for working condition.

19. RECOMENDATION FROM AUDIT TEAM:

(Strike off which is not relevant)

The audit team concludes that the organization has / ~~has not~~ established and maintained its management system in line with the requirements of the standard and demonstrated the ability of the system to systematically achieve agreed requirements for products / ~~services~~ within the scope and the organization's policy and objectives.

Therefore the audit team recommends that, based on the results of this audit and the system's demonstrated state of development and maturity, management system certification be:

Granted / ~~continued~~ the certification subjected to the completion and subsequent verification of corrective action for all major/minor non-conformities raised / ~~Suspended~~ until satisfactory corrective action is completed.

ANY OTHER COMENTS:

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Signature of Team Leader :Shantha Korruppumkallage Date:....2022.03.29

- This page is for internal purposes only.

30. RECOMMENDATION BY AUDIT TEAM :

Recommended

..... Shantha Korruppumkallage
Signature of Team Leader

.....2022.03.29.....
Date

.....
Signature of Team Member -1

.....2022-03-29.....
Date

.....
Signature of Team Member - 2

.....2022/03/29.....
Date

.....2022/03/29.....