

1871
1872
1873

1874
1875
1876

1877
1878

1879
1880

1881

1882

1883
1884

1885
1886

1887
1888

1889
1890

1891
1892

1893
1894

1895
1896

1897
1898

1899
1900

1901
1902

1903
1904

1905
1906

1907
1908

1909
1910

1911
1912

1913
1914

1915
1916

1917
1918

1919
1920

1921
1922

1923
1924

1925
1926

1927
1928

1929
1930


IND-EXPO CERTIFICATION LIMITED
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
CERTIFICATION AGREEMENT

Ind-Expo Certification Limited at Apt 20, 1st Floor, Galle Face Courts 02, Colombo 03 called on the one hand, the Certification Body and Lanka Auto Land (Pvt.) Ltd at No. 126, Industrial Estate, Katuwana Road, Homagama given the certificate of approval, issued on 2015-07-08 bearing no QMS 0021 for the said sites and hereinafter, called the Certified Company on the other hand declare to have agreed to the following.

Article 1 Applicable Ind-Expo documents

1.1 The following documents are applicable to this agreement:

- Terms and Conditions for certification
- Conditions for use of logo
- Certification agreement
- Fees structure

Article 2 General rights and obligations

- 2.1 Certification Committee has undertaken to ensure that the **Quality Management System (QMS)** conform to the requirements.
- 2.2 Ind-Expo grants the Certified Company the right to apply the **QMS** certificate mark as described in "IMSM-CUL-01" – Conditions for use of logo. This is subject to the duration of the certification.
- 2.3 Any changes of the certified company shall be notified to Certification body (CB).
- 2.4 Certified company shall keep records of all communications and actions taken in relation to **ISO 9001:2008** standards including complaint records and remedial actions taken.
- 2.5 In case of withdrawal of certification, all advertising with certification logo shall be discontinued by the company certified.
- 2.6 The certified company shall permit to conduct witness audits by the accreditation body at any stage of the certification cycle when a request is made by the CB.

Article 3 Surveillance & Recertification

- 3.1 CB shall regularly monitor the observance of obligations by the certified company in accordance with the relevant procedure.
- 3.2 The certified company shall give the necessary assistance to CB in annual surveillance/recertification.

Article 4 Publicity

- 4.1 Certified company is free to publish during the duration of the agreement that it is a certified company and that it has the right to use the **Quality Management System** certification mark.(IMSC-CUL-01-Conditions for use of logo)



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

Furthermore, it is noted that the records should be kept for a minimum of five years. This is a standard requirement for most businesses to comply with tax regulations. The document also mentions that digital records are preferred over physical ones due to their ease of access and storage.

In the second section, the focus is on the regular review of financial statements. It is advised that the business owner should conduct a monthly review of the profit and loss statement. This helps in identifying trends, such as increasing expenses or declining revenue, and allows for timely adjustments to the business strategy.

Additionally, the document highlights the need for a clear budget. A well-defined budget serves as a financial roadmap, helping to allocate resources effectively and avoid overspending. It is suggested that the budget should be reviewed and updated quarterly to reflect changes in the market and the business's needs.

[Handwritten signature in red ink]


IND-EXPO CERTIFICATION LIMITED
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
CERTIFICATION AGREEMENT

4.2 The certification company is entitled to inform potential customers, regulatory authorities, purchaser (supplier) or any other intended partners of the full and exact details of the certification.

Article 5: Confidentiality: CB shall maintain confidentiality of certification (IMSM-GR-AG-02- Confidentiality agreement with client).

Article 6: Annual fees shall be paid by the certified company before the next surveillance audit.

Article 7: Termination: The certification body shall terminate the certification, if certification terms and conditions are violated or if the client wishes to terminate same. (IMSM-TC-01-Terms and conditions for certification).

Article 8: Liability: No commercial, financial or other pressures shall compromise the impartiality of the operation of certification by the CB (IMSM-TC-01- Terms and conditions for certification).

Article 9: Duration of the agreement

This agreement shall be in effect from **2015-07-08** to **2018-07-07** with the understanding that except for premature termination, it shall be renewed for a period of three years after recertification with improvements made.

Article 10: Dispute resolution and governing law

This agreement shall be governed and constructed in accordance with the laws of Sri Lanka, any dispute arising in relation to or as a consequence of this agreement, which cannot be settled amicably through negotiations between the parties, shall be subjected to the courts of Sri Lanka.

For the Certification Body

For the Certified Company

Name: **Mr. D N S Kuruppumullage**

Mr. U W R Wimalagunaratna

Designation: **Director**

Manager

Signature:



Date: **2015-07-20**

2015-07-20

Seal:

Ind-Expo Certification Limited
GAC Secretariat
No. 11, First Floor
Galle Road, Colombo 03

Lanka Autolands Co. (Pvt) Ltd.
Tyre Re-treaders
126, INDUSTRIAL ESTATE,
Katuwana Road,
Homagama.