



INDEXPO

INDEXPO CERTIFICATION LIMITED

**INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
AUDIT PLAN**

Name of the organization: N & A Engineering Services (Pvt) Ltd;
Assessment site: No. 81/B, Awissawella Road, Nawagamuwa, Ranala.
Site 1 : Capital Trust Residencies @ Colombo 05.
Site 2: Proposed City Hotel @ Park Road, Colombo 05.

Site 3: Apartment Complex at Colombo 03

Type of Audit: Surveillance II
Applicable standard: ISO 9001 : 2008
Scope: Construction of all kinds of buildings, hotels, hospitals, factories, warehouses and related civil engineering works
Objective: To determine compliance of the QMS with the requirements of ISO 9001:2008
Date of audit: 2016-09-26 & 27

Audit Team

Mr. D N S Kuruppumullage (DNSK)	Team Leader
Mr. W W S D Jayawardena	Technical Expert
Mr. Wasantha Meewaddana (WM)	Team Member
Mr. Isuru Ilangakoon (II)	Team Member

Day 1: 2016-09-26

0900 h – 0930 h Opening meeting
 0930 h – 1000 h Review of documents & previous audit findings
 1000 h – 1015 h Tea Break
 1015 h – 1330 h Brief visit to the site 3

TIME	MANAGEMENT	MANAGEMENT	MR's Office
1330 h -1415 h	General requirements (4.1) Management commitment (5.1) Quality Objectives (5.4.1)	Internal communication (5.5.3) Infrastructure (6.3)	Documentation requirements (4.2)
	DNSK	WM	II
1415 h – 1500 h	LUNCH BREAK		
1500 h – 1530 h	MANAGEMENT	MANAGEMENT	MR's Office
	Quality Policy (5.3) Management Review (5.6)	Work Environment (6.4)	Control of documents (4.2.3)
	DNSK	WM	II
1530 h – 1630 h	QS/Engineering/Planning	QS/Engineering	MR's Office
	Planning of product realization (7.1) Customer related processes (7.2)	Customer property (7.5.4) Preservation of product (7.5.5)	Control of records (4.2.4)
	DNSK/TE	WM/TE	II

Day 2: 2016-09-27

TIME	QS/Engineering (site 1 & 2)	STORES (site 1 & 2)	HR
0930 h -1130 h	Control of Production & Service provision (7.5.1)	Purchasing (7.4) Control of non-conforming product (8.3)	Responsibility & Authority (5.5.1) Management Representative (5.5.2) Provision of Resources (6.1) Human Resources (6.2)
	DNSK/TE	WM/TE	II

1130 h – 1300 h	QS/Engineering / MANAGEMENT (site 1 & 2)	Management/Sales (site 1 & 2)	QS
	Validation of processes for production & service provision (7.5.2) Internal Audit(8.2.2)	Customer focus (5.2) Customer Satisfaction(8.2.1) Quality Objectives (5.4.1)	Analysis of data (8.4)
	DNSK/TE	WM/TE	II
1300 h – 1345 h	LUNCH BREAK		
1345 h – 1530 h	QS/Engineering (site 1 & 2)	QS/Engineering (site 1 & 2)	MR'S OFFICE
	Control of monitoring & measuring equipment(7.6) Monitoring & measuring of processes (8.2.3) Monitoring & measuring of products (8.2.4)	Identification & Traceability (7.5.3) Continual Improvement (8.5.1)	Corrective Actions (8.5.2) Preventive Actions (8.5.3)
	DNSK/TE	WM/TE	II

1530 h - 1600 h Auditors' review

1600 h – 1630 h Closing meeting (Acknowledgement of NCRs/ Use of logo/ Handing over of report)