



IND-EXPO CERTIFICATION LIMITED
 INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
 NON-CONFORMITY REPORT

Name of Organization: *Wilehena Tea Factory*

NC No. : *01 of 02*

Section : *Production*

Team Leader : *Mr. Aruna Amaradasa*

Relevant Standard : *ISO 22000:2018*

Auditor :

Relevant Clause : *8.2.4(h)*

Date of audit: *16/10/2022*

Relevant company document :

Non-conformity detected:

Category : *Major/Minor*

*Process of control of cross contamination is not effective.
 Eg:- Certain belt of motor is not covered adequately*

.....
 Auditor

[Signature]

 Team Leader

[Signature]

 Auditee

Correction:

*I immediately fixed machine belt cover
 is shifting machine*

[Signature]

 Auditee

.....
 Date

Root cause for Non-conformity:

*Food safety team not attentive for
 preventing of cross contamination for
 the after machine repairing and not
 update check list 23*

.....
 Auditee

.....
 Date

Doc. No. : *QP-18-F-01*

Issue No. : *07*

Issue Date : *2018-01-02*

Rev No : *00*

Rev Date : *00*

Reviewed and approved by : *Director*

Issued by Management Representative

Corrective action:

Date of completion:

01) update check list as after machine repairing and verified by QAO

02) conducting awareness training for effective control cross customer



.....
Auditee

.....
Date

Verification of corrective action:

NC Closed/~~Open~~

Evidence provided for the corrective action taken has been verified & NC is closed



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Auditor

.....
2022/10/30
Date

Effectiveness of corrective action:

.....
Auditor

.....
Date



Evidence for Correction of Nonconformance 02

- **Photo of before and after implementation**



Before fixed belt cover



After assembling of belt cover

Updating check List 23 for machine maintenance

Date		Machine Name	Production stop Time	Production start Time	Total Stop Time	Reasons for break down	Corrective action	Technician Sign	Production Officer sign	Verify by QAD
13/09	05 5:10 07		8.00 AM	9.00 PM	6.00	banda mada	goda poma	[Signature]	[Signature]	[Signature]
25/10	04:00 06:00		-	-	-	banda mada	goda poma	[Signature]	[Signature]	[Signature]

1910

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SRI LANKA QUALITY CENTER

Hot Line +94 716905308, +94 773148141, +94 112 568589 Email: srilankaqualitycenter@gmail.com

Awareness Training attendance sheet

	Wilehena Tea Factory Pvt Ltd	Doc. Ref	WT1	
	Food Safety Management System	Issued by	QA	
		Authorized by	Fact	
		Issue Date:	19/0	
ISO 22000:2018	Revision Date:	00	Rev. No:	00

TRAINING ATTENDANCE

Training Programme Name : ① Importance of fire extinguisher inspection regular
② How to use fire extinguisher correctly every day
proper maintain of machines

Trainer Name: M. S. Jayasinghe Date: 2022/10/19

Location: Factory

Sr.No	Employee Name	Designation	Department
1	Mr. Shiyen	Manager	Management
2	Ananda	@.A.O	Factory
3	Sudero	F/O	Factory