

Tharindu

From: Tharindu <tharindu@indexpo.lk>
Sent: Friday, August 4, 2023 11:00 AM
To: 'Torans Jayasanka'
Cc: 'aruna@indexpo.lk'; 'Buddhika'; 'shannon@hattonplantations.lk'
Subject: Shannon Tea Factory - ISO 22000:2018 Surveillance II Audit
Attachments: SAFETY GUIDELINES FOR THE AUDITS.pdf; QP-10-F-02 Customer Satisfaction Survey.pdf; Audit Plan - Surveillance II - Shannon Tea Factory.pdf

Dear Mr. Jayasanka,

Please find the Audit plan, safety guidelines and customer satisfaction survey attached herewith. If there are any objections with regard to any of the issues or for any information / clarification, please feel free to contact our Certification Manager (Ms. Buddhika Sajeewani) immediately. Otherwise please confirm the audit plan.

Thank You & Best Regards



Tharindu Hettiarachchi

Technical Executive

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INDEXPO CERTIFICATION LIMITED
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
CONFIDENTIALITY & IMPARTIALITY STATEMENT

1. Name of Lead Auditor/Team Leader/Team Member/Technical Expert/Trainee auditor / Certification Committee member/ Impartiality Committee member/ Appeal Committee member :*

Mr./Mrs./Miss.....

2. Address of Organization:

..... Ind-Expo Certification Limited, Apartment No. 20, Galle Face Court 02, Colombo 03

3. Type of Management System: ISO 9001:2015/ISO 22000:2018/ISO 14001:2015/ISO 45001:2018 /HACCP/ GMP/ ISO 13485/Product Certification*

4. Type of audit/Meeting: *

Stage I audit/ Stage II audit/ Surveillance audit/ Recertification audit/ Special audit/ Follow up audit/ Certification committee meeting / Impartiality committee meeting/ Appeal committee meeting

5. Date(s) of audit / Meeting:

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6. Organization Audited/Assessed:

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*Note: * Strike out which is not applicable*

I hereby declare that;

- I have not offered any consultancy, guidance, supervision, internal audit or other services to the organization being audited/ assessed in any way and I was not an employee of this organization for last two years.
- I shall neither copy any documentation nor divulge any information collected to any third party without written prior consent from the organization. Information will be submitted in case law or authorized by contractual arrangements (such as with the accreditation body) to release confidential information, in which case the client or individual concerned shall, unless prohibited by law, be notified of the information provided
- I will not keep any documented information that has been obtained from the client after completion of assigned duties by the certification body.
- I will take all professional judgments based on objective evidence and will be free from any influence that can compromise impartiality of the certification process.

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Signature

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Date