



INDEXPO CERTIFICATION LIMITED
MANAGEMENT SYSTEMS CERTIFICATION SCHEME
AUDIT PLAN STAGE I- QMS

Name of the organization: SNT Enterprises
 Assessment site: No 19, Miriyawatta, Thotupola Rd, Keselwatta, Panadura.
 Type of audit: Stage I
 Applicable standard: ISO 9001 : 2015
 Scope: Activities pertaining to manufacturing of knitted Garment & Fabric.
 Objective: To determine compliance of the QMS with the requirements of ISO 9001:2015
 Date of Audit: 2019-06-30

Audit Team	Position
<u>Name</u>	Team Leader
Mr. D. N. S. Kuruppmullage(DNSK)	Team Member
Mr. Aruna Amaradasa (AA)	

0930 h – 1000 h - Opening meeting
 1000 h – 1030 h - Review of documents
 1030 h – 1045 h - Tea Break

Time	Management	Management/HR
1045 h - 1200 h	Understanding the Organization and its context (4.1) Understanding the needs and expectation of interest parties (4.2) Determining the scope of QMS (4.3) QMS and its Processes (4.4)	Resources (7.1) General (7.1.1) People (7.1.2) Infrastructure (7.1.3) Environment for the operation of processes (7.1.4) Monitoring & measuring resources (7.1.5) Organizational knowledge (7.1.6)
	DNSK	AA
1200 h – 1300 h	Management Leadership and commitment (5.1) Customer focus (5.1.2) Policy (5.2) Organizational roles, responsibilities and authorities (5.3)	Management/HR Competence (7.2) Awareness (7.3) Communication (7.4) Documented information (7.5) Monitoring, measurement, analysis and evaluation (9.1)
	DNSK	AA
1300 h – 1345 h	LUNCH	
1345 h – 1500 h	Management Actions to address risk & Opportunities (6.1) Quality objectives & Planning to achieve them (6.2) Planning of changes (6.3)	Sales/Management General (9.1.1) Customer satisfaction (9.1.2) Analysis and evaluation (9.1.3) Internal Audit (9.2) Management Review (9.3)
	DNSK	AA
1500 h – 1630 h	Management/Process Operational planning & control (8.1) Requirements for products & services (8.2) Design & Development of products & Services (8.3) Control of externally provided processes, products & Services (8.4) Production & service provision (8.5) Release of products & services (8.6) Control of nonconforming outputs (8.7)	Management/Process General (10.1) Nonconformity and corrective action (10.2) Continual improvements (10.3)
	DNSK	AA

1630 h - 1700 h Auditors' review
 1700 h – 1730 h Closing meeting (Confirmation of Scope/ Acknowledgement of NCRs/ Use of logo/ Handing over of report)

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 Reviewed and approved by : Director Issued by : Management Representative
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