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

Name of Organization: Hyperjet Technologies Pvt Ltd

NC No. : 03 of 05

Section : Management **Team Leader :** D. N. S. Kuruppumullage

Relevant Standard : ISO 9001 – 2015 **Auditor :**

Relevant Clause : 6.2.2. **Date of audit :** 14.11.2018

Relevant company document : Quality Objectives

Non-conformity detected: **Category :** ~~Major~~/Minor

Although the quality objectives have been established there are no plans to achieve objectives

....
Auditor **Team Leader** **Auditee**

Correction:

plan will be made with due dates and responsibilities.

..... 20/12/2018
Auditee **Date**

Root cause for Non-conformity:

Lack of Awareness and knowledge to prepare a plan.

..... 20/12/2018
Auditee **Date**

indexpo

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Corrective action: **Date of completion:**

plan will be made with due dates And Responsibilities to Achieve Quality Objectives with monitoring Parameters.

..... 20/12/18

Auditee **Date**

Verification of corrective action: **NC Closed/~~Open~~**

Satisfied

..... 2018.12.30

Auditor **Date**

Effectiveness of corrective action:

Corrective action implementation is Satisfied.

..... 2019/01/08

Auditor **Date**

Sales Objective - Hyperjet

1. ***Collecting of outstanding payments by 50% of overdue within three months before 2019 March***

Actions / steps / process	*Responsible person*	*Due date*
overdue list down with client names	Accountant	15th jan 2019
Analyse the credit period we gave to them	Accountant	15th jan 2019
how we going to collect payment and after how many days of sale	Accountant	15th jan 2019
which amount first we collect from them as a policy	Sales engineer / accountant	30th Jan
time plan to collect payments after sales day	Sales engineer / accountant	30th Jan
collect 20% of over due	Sales engineer	15thFeb 2019
inform to collect other remain amount	Sales engineer	20th Feb
collect 20% of remain over due	Sales engineer	25th Feb
collect 20% of remain over due	Sales engineer	before 28th Feb

2. ***Achieving 90% of fiber products purchasing by existing customer base within 06 months - before 2019 May***

Actions / steps / process	*Responsible person*	*Due date*
all fiber products list down	sales engineer / engineer project	15th Jan 2019
existing client base and what are the fiber products that they by	sales engineer / engineer project	15th Jan 2019
how we can introduce new fiber products to them	sales engineer / engineer project	18th Jan 2019
what is the impact and sales rate of our fiber products	sales engineer / engineer project	30th Jan 2019
how we convince them to purchase fiber products newly	sales engineer / engineer project	15th Jan 2019
free demo of the new prodcuts to the clients	sales engineer / engineer project	15th Feb 2019
Making them to buy the 1st set of fiber products	sales engineer / engineer project	20th March 2019

Tendering - Hyperjet

1.Maintain 50% of tender hit rate within year - 2019 year

Actions / steps / process	*Responsible person*	*Due date*
Register as a supplier	Project engineer / engineer innovation	already Done
Searching for tender publications	Project engineer / engineer innovation	Depend on the tender publication period
Analyse the tender with our business scope	Project engineer / engineer innovation	Depend on the tender publication period
Visit them and collect the tender documents	Project engineer / engineer innovation	Depend on the tender publication period
consider the possible competitors	Project engineer / engineer innovation	Depend on the tender publication period
Mainly Focus on the price factors	sales engineer	Depend on the tender publication period
Select product that best matches the specifications among the selected ma	Project engineer / engineer innovation	Depend on the tender publication period
Prepare the comprehensive tender proposal	Project engineer / engineer innovation	Depend on the tender publication period
Providing samples along with proposal	Project engineer / engineer innovation	Depend on the tender publication period
participating the tender opening	Project engineer / engineer innovation	Depend on the tender publication period
follow up the sampling test / field test	Project engineer / engineer innovation	Depend on the tender publication period
followup the evaluation Time to time with the user departments	Project engineer / engineer innovation	Depend on the tender publication period