



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

Name of Organization: Carolina Tea Factory

NC No. : 01 of 02

Section : Management

Team Leader : Aruna Amaradasa

Relevant Standard : ISO 22000:2018

Auditor :

Relevant Clause : 9.2.2

Date of audit: 2023/03/28

Relevant company document : Internal audit schedule.

Non-conformity detected:

Category : Major/Minor

The process of implementation of internal audit programme is not adequate.

Ex: Even though company has been conducted internal audit on 2023/01/15, audit criteria, scope have not been defined and auditors have been allocated without considering the impartiality.

Auditor

Team Leader

Auditee

Correction:

Have conduct new audit base on the above states.

Auditee

Date

Root cause for Non-conformity:

used the old audit procedures and forms, plan.

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:

Have conduct new audit immediately and prepared the new audit plan, criteria.

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Auditee

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Date

Verification of corrective action:

NC Closed/Open

Taken action is satisfied. Therefore, NC is closed.

Dranshika
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Auditor

2023/04/18
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Date

Effectiveness of corrective action:

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Auditor

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Date

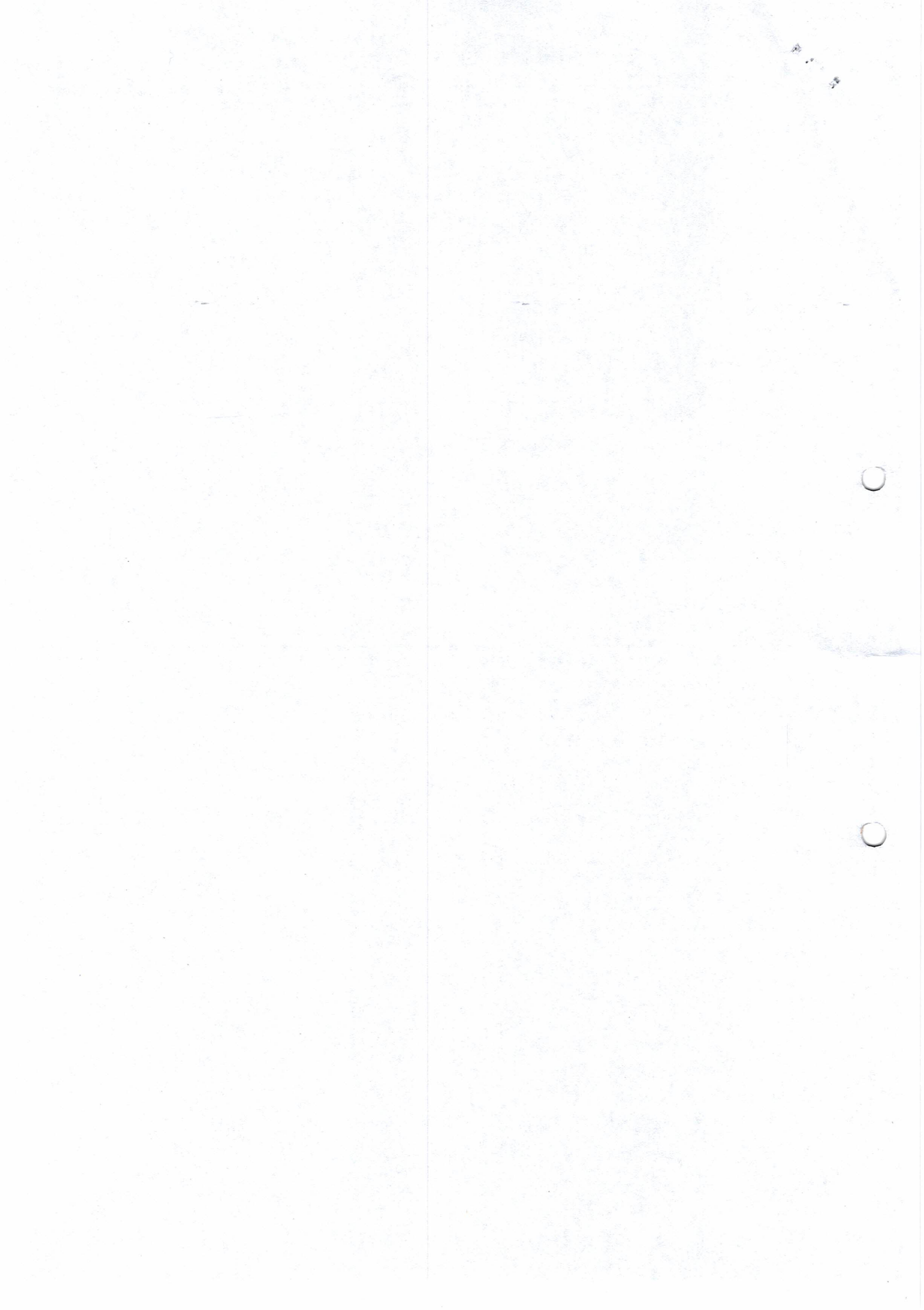
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Doc No : CTF/ FSMS/IAP	ISSUE No : 01	ISSUE DATE : 2023/04/04	PREPARED BY: FSTL
	REVISION NO : 0	REVISION DATE :-	APPROVED BY : MANAGER

Estate Name	Carolina Tea Factory
Type of audit :	Internal Audit - 2023
Applicable standard :	ISO 22000:2018
Scope :	Manufacturing of black tea and packing in multiwall paper sacks
Objective :	To determine compliance of the FSMS with the requirements of ISO 22000:2018
Date of audit :	05 th of April 2023
Audit Criteria :	ISO 22000:2018,
Audited By	Assistant Manager – Quality Assurance / K.H.B.T.Jayasanka (TJ)

09.00 Am – 09.15 Am - Opening meeting
09.15 Am – 10.45 Am - Documents Review
10.45 Am – 11.00 Am - Tea Break
11.00 Am – 13.00 Pm – Factory Visit
13.00 Pm – 14.00 Pm - Lunch

Time	Management	Management	Management/Production
14.00 Pm - 15.00 Pm	Understanding the Organization and its context (4.1) Understanding the needs and expectation of interest parties (4.2) Determining the scope of FSMS (4.3) FSMS and its Processes (4.4)	Operational planning and control (8.1) Emergency preparedness and response (8.4) Hazard control (8.5)	Competence (7.2) Communication (7.4) Prerequisite programs (8.2)
TJ			
15.00 Pm – 15.45Pm	Management/ Production	Management/ Production	Management/Production
Leadership and commitment (5.1) Policy (5.2) Organizational roles, responsibilities and authorities (5.3)	Updating the information specifying the PRPs and the hazard control plan (8.6) Control of monitoring & measuring (8.7)	Traceability system (8.3) Monitoring, measurement, analysis and evaluation (9.1)	
TJ			
15.45Pm – 16.30	Management	Management/ Production	Management
Actions to address risks and opportunities (6.1) Objectives of the FSMS and planning to achieve them (6.2) Planning of changes (6.3)	Verification related to PRPs and hazard control plan (8.8) Control of product and process nonconformities (8.9)	Management review (9.3) Nonconformity and corrective action (10.1) Continual improvement (10.2) Update to the food safety management system (10.3)	
TJ			

16.30Pm – 16.45 Pm Tea Break
16.45 Pm -17.15 Pm Auditor review
17.15 Pm – 17.30 Wind up

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Doc No : CTF/FSMS/IAP	ISSUE No : 01	ISSUE DATE : 2023/04/04	PREPARED BY: FSTL
	REVISION No : 0	REVISION DATE : -	APPROVED BY : MANAGER

Prepared By

Name of Organization: Carolina Tea Factory

NC No. : 02 of 02

Section : Production

Team Leader : Aruna Amaradasa

Relevant Standard : ISO 22000:2018

Auditor :

Relevant Clause : 8.2.4(g)

Date of audit: 2023/03/28

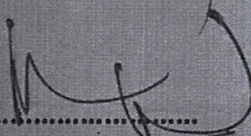
Relevant company document :

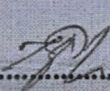
Non-conformity detected:

Category : Major/Minor

Process of maintain of storage facility is not adequate.

Ex: It is observed that floor of Bin is damaged and tea is retained inside the floor sheet.

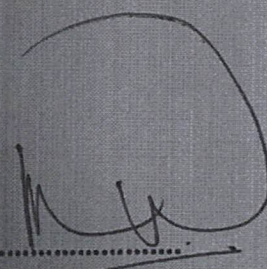

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Auditor


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Team Leader


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Auditee

Correction:

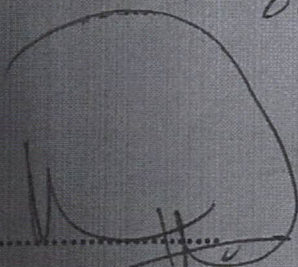
Have repaired all damage bins.


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Auditee

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Date

Root cause for Non-conformity:

old wooden available in the bins.


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Auditee

.....
Date

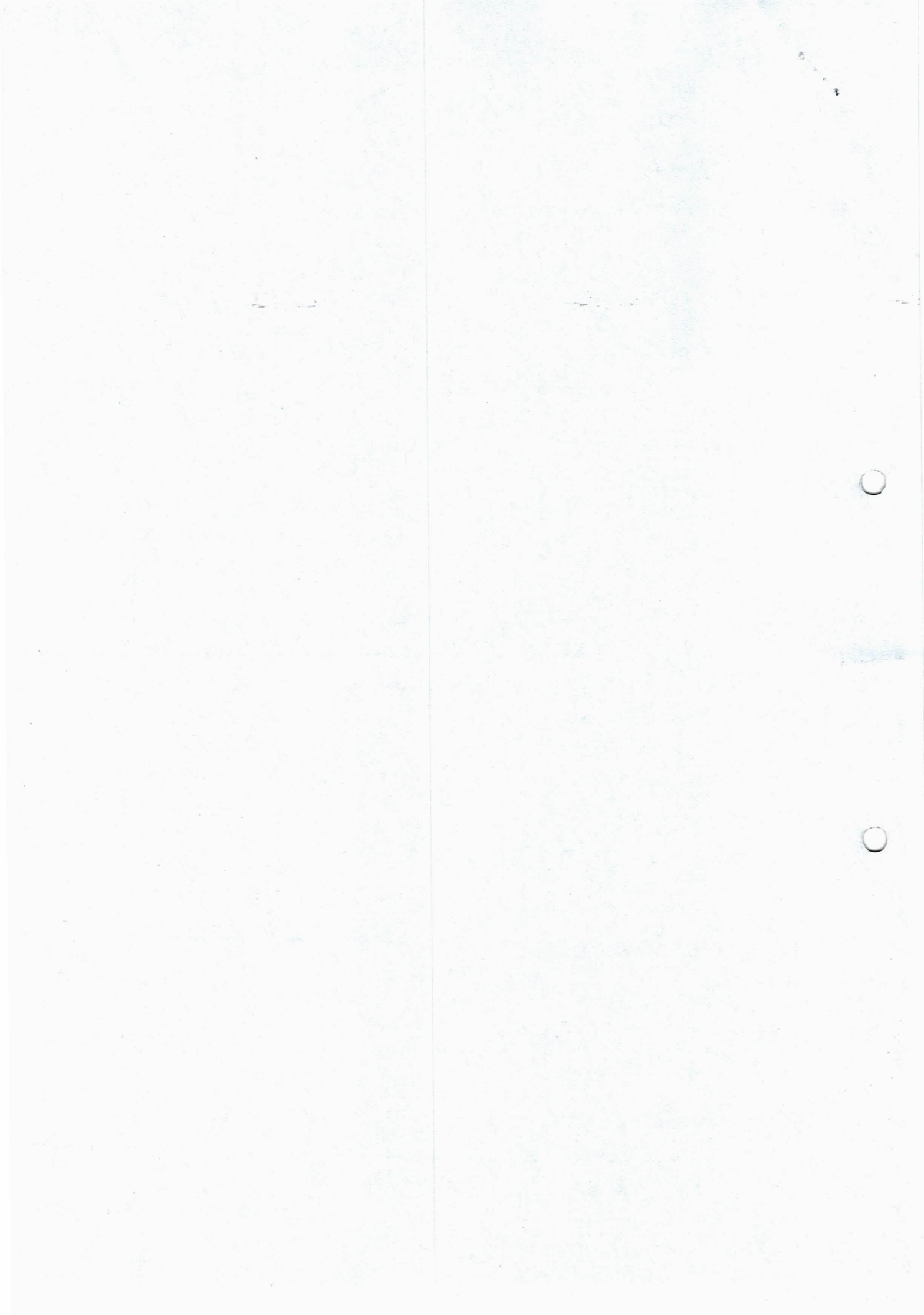
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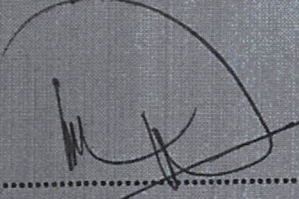
Issued by Management Representative



Corrective action:

Date of completion:

Have replaced old wooden and new floor sheets replaced


Auditee

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Date

Verification of corrective action:

NC Closed/Open

Action taken is satisfied. Therefore NC is closed.


Auditor

2018/04/18
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Date

Effectiveness of corrective action:

.....
Auditor

.....
Date

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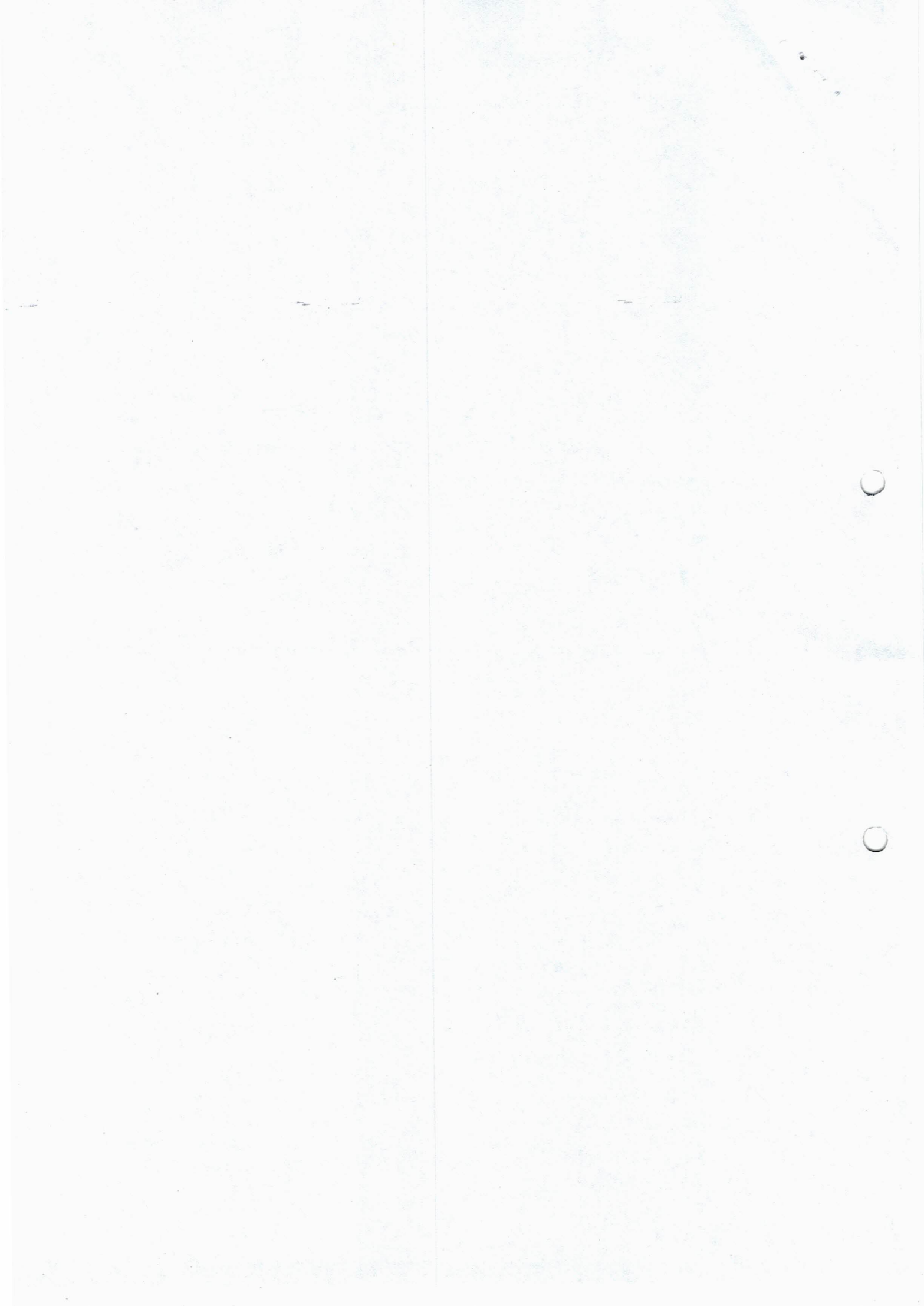
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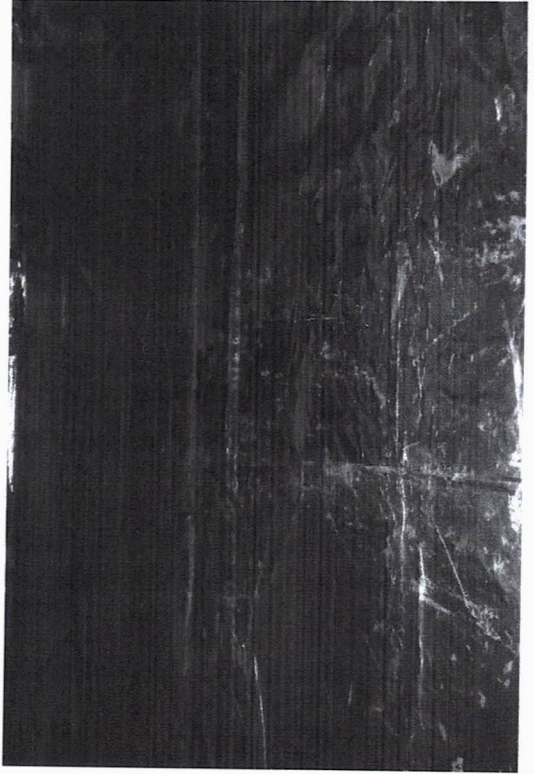
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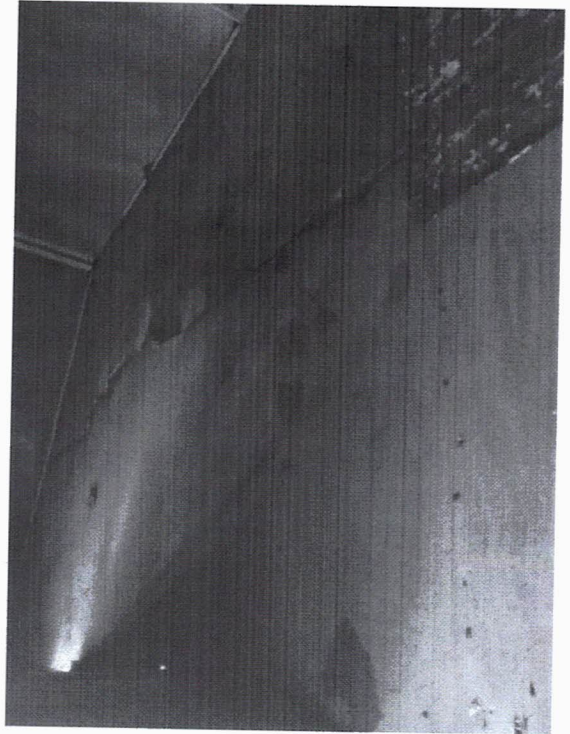
Issued by Management Representative



After



Before



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