

Ind – Expo Certification Limited

'A joint venture of Ceylon National Chamber of Industries and National Chamber of Exporters of Sri Lanka'

2012-04-18

Mr. Nimal Sangakkara
General Manager (Operations)
The Surf
No. 100, Hotel Road
Bentota.

Dear Sir,

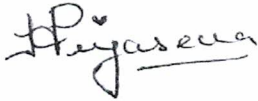
STAGE II AUDIT

As discussed the Stage II Audit is confirmed for 2012-04-26.

Please find the audit plan attached.

Thank you,

Yours faithfully



Hasanika Piyasena
Certification Manager



INDEXPO CERTIFICATION LIMITED

INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME
AUDIT PLAN

Name of the organization: The Surf
Assessment site : No. 100, Hotel Road, Bentota
Type of audit : Stage II
Applicable standard : ISO 22000:2005
Scope : Sourcing, storing, processing and serving food and beverages for guests and employees
Date of audit : 2012-04-26

Audit team

Mr. S L Ginige (SLG) Team Leader
 Ms. Felicia Weerawardena (FW) Team member
 Mr. Sapumal Kapukotuwa Trainee Auditor

0900 h – 0930 h Review of documents & Stage I audit findings
 0930 h – 0945 h Opening meeting
 0945 h – 1000 h Tea Break
 1000 h – 1045 h Brief visit to the site

Time	Kitchen/Stores/Purchasing	Management
1100 h – 1145 h	PRPs (7.2) OPRPs (7.5)	Control of documents (4.2.2) Control of records (4.2.3) Management commitment (5.1)
	SLG	FW
	Food & Beverage	Management/Stewarding
1145 h – 1230 h	Product characteristics (7.3.3) Flow diagrams, process steps & control measures (7.3.5)	Food safety policy (5.2) Responsibility & authority (5.4) Communication (5.6)
	SLG	FW
1230 h – 1315 h	Kitchen/Stores	Management/Kitchen/Stores
	Hazard analysis (7.4) Selection & assessment of control measures (7.4.3)	Management review (5.8) Infrastructure (6.3) Work environment (6.4)
	SLG	FW
LUNCH BREAK		
1345 h – 1415 h	Kitchen/Stores/Food & Beverage	Management/Kitchen/Stores
	HACCP plan (7.6) Updating of preliminary information & documents specifying PRPs & HACCP plan (7.7)	Food safety team (7.3.2) Competence, awareness and training (6.2.2)
	SLG	FW
1415 h – 1515 h	Kitchen/Stores/Food & Beverage	Kitchen/Stores/Stewarding
	Verification planning (7.8) Handling of potentially unsafe products (7.10.3) Withdrawals (7.10.4) Validation of control measures (8.2)	Emergency preparedness and response (5.7) Traceability (7.9) Control of non-conformity (7.10) Corrective actions (7.10.2)
	SLG	FW
TEA BREAK		
1530 h – 1630 h	Management	Kitchen/Stores
	Internal audit (8.4.1) Evaluation of individual verification results (8.4.2) Analysis of results of verification activities (8.4.3)	Control of monitoring & measuring (8.3) Improvement (8.5)
	SLG	FW

1630 h – 1645 h Auditors' review
 1645 h – 1700 h Use of logo
 1700 h – 1730 h Closing meeting

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