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IND-EXPO CERTIFICATION LIMITED
MANAGEMENT SYSTEMS CERTIFICATION SCHEME
ADEQUACY AUDIT REPORT –ISO 9001:2008

1. **NAME OF ORGANIZATION :** Latex Lanka International (Pvt) Ltd.

2. **REGISTERED ADDRESS**: 308/17B, Magammana Road. Homagama.
   FACTORY/~~OUTLET~~ LOCATIONS : same as 2

3. **CONTACT PERSON :**

3.1 Name: Mr. Sanjeewa Nawarathna **3.2 Designations:** Director

3.3 Telephone : 011- 4573000 **Fax :** 011- 2857006

3.4 E-mail : latexlanka@gmail.com

4. **APPLICABLE STANDARD** : ISO 9001:2008

5. **FILE NO.** : IMSC-QMS- 023

6. **APPLICABLE SECTOR** :

7. **SCOPE OF CERTIFICATION:** Manufacturing Water Proofing paint & Distribution.

8. **DATE OF ADEQUACY AUDIT** : 2015-09-10

9. **NAME OF REVIEWING OFFICER** : Isurulllangakoon

10. **MANUAL DETAILS** :

11.1QMS Manual: Issue; 00 Issue Date: 2015-06-10 Rev. No. : 00;

11.2 Company Profile: Submitted with the Application

11.3 Distribution list: Attached

11.4 Revision History Record: Attached

12. **ISO 9001: 2008QUALITY MANAGEMENT SYSTEM REQUIREMENTS**

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance		Deficiency	Remarks
			Yes	No		
4.1	**General requirements**					
a)	Scope	QM/02/General	Yes		-----	
b)	Processes	Annex I	Yes		-----	
c)	Outsourcing	QM/02/General	Yes		-----	
d)	Exclusions	QM/02/General	Yes		-----	
4.2	**Documentation Requirement**				-----	
4.2.1	**General**				-----	
a)	QMS policy, objectives and targets	4.2.1 of QMSM	Yes		-----	
b)	Quality Manual	4.2.2 of QMSM	Yes		-----	
c)	Documented Procedures and records	Procedure Manual	Yes		-----	
d)	Process interactions	4.1 of QMSM	Yes		-----	
4.2.2	**Quality Manual**		Yes		-----	
a)	Quality manual	Quality Manual	Yes		-----	
b)	Documented procedure is for 6 procedures	Procedure Manual	Yes		-----	
4.2.3	**Control of Documents**				-----	
a)	Procedure for Control of documents	PM-QP-DC-01	Yes		-----	
b)	Approval of documents for adequacy prior to use		Yes		-----	
c)	Review and update as necessary and re-approval		Yes		-----	
d)	Changes and current status of documents identified		Yes		-----	
e)	Availability of current version at relevant points of use		Yes		-----	
f)	Documents remain legible and identifiable		Yes		-----	
g)	Documents of external origin determined and their distribution controlled		Yes		-----	
h)	Obsolete documents recalled and if retained suitably identified		Yes		-----	
4.2.4	**Control of Records**				-----	
a)	Documented Procedure available for the identification, storage , protection, retrieval, retention and disposal of records	PM-QP-RC-02	Yes		-----	
)	Ensure records remain legible, identifiable and traceable		Yes		-----	

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance Yes	Compliance No	Deficiency	Remarks
5	**Management Responsibility**					
5.1	**Management Commitment**					
a)	Communicating the importance of customer and regulatory requirements within the company	QMSM 5.1	Yes			
b)	Establishing the Quality Policy & Objectives		Yes	----		
c)	Conducted Management Review		Yes	----		
d)	Ensure of availability of resources		Yes	----		
5.2	**Customer Focus**					
a)	Ensured that customer requirements met with the customer satisfaction	QMSM 5.2	Yes.	----		
5.3	**Quality Policy**			----		
a)	Appropriate to the purpose of organization	QMSM 5.3	Yes	----		
b)	Commitment to comply with the requirements of QMS		Yes	----		
c)	Continually improve the effectiveness of QMS		Yes	----		
d)	Statement to establish and review quality objectives		Yes	----		
e)	Communicate the policy to all staff and other stakeholders		Yes	----		
f)	Review for continual suitability		Yes	----		
5.4	**Planning**			----		
5.4.1	**Quality Objectives**					
a)	Establishing Measurable Objectives	QMSM 5.4.1	Yes			
b)	Consistent with the Quality Policy		Yes			
5.4.2	**Quality Management System Planning**					
a)	Planning of the QMS has done to meet the requirements in 4.1 and quality objectives	QMSM 5.4.2	Yes			
b)	Maintaining the integrity of the QMS during the planning process		Yes			
5.5	**Responsibility, authority and communication**					
5.5.1	Responsibility & Authority Responsibilities & authorities defined & communicated	QMSM 5.5.1	Yes			

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance Yes	Compliance No	Deficiency	Remarks
5.5.2	**Management Representative**					
	Appoint a MR	QMSM 5.5.2	Yes			
	Responsibilities of the MR is defined • Ensuring of process needed for QMS are established, implemented and maintained. • Reporting to top management on the performances and need for improvements for QMS. • Ensure awareness on customer requirements throughout the organization	QMSM 5.5.2	Yes	No	Not stated	
5.5.3	**Internal Communication** A procedure /mechanism is available for communication within the organization	QMSM 5.5.3	Yes			
5.6	**Management Review**					
5.6.1	**General** Reviewing of QMS at define intervals to ensure its continuing suitability, adequacy and effectiveness.	QMSM 5.6	Yes			
5.6.2	**Review input**					
a)	Results of internal audits	QMSM 5.6	Yes			
b)	Customer feedback		Yes			
c)	Process performance		Yes			
d)	Status of corrective and preventive actions		Yes			
e)	Follow up from previous MRM Meetings		Yes			
f)	Changes, affect the QMS		Yes			
g)	Recommendations for improvement		Yes			
5.6.3	**Review Output**					
a)	Improvement of the effectiveness of QMS and its processes	QMSM 5.6	Yes			
b)	Improvement of product related to customer requirements		Yes			
c)	Resource needs		Yes			

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance Yes	Compliance No	Deficiency	Remarks
6	**Resource Management**					
6.1	**Provision of resources** Provide resource needed to implement & maintain QMS & continually improve its effectiveness.	QMSM 6.1 QMSM 6.2.2 QMSM 6.3 QMSM 6.4	Yes			
6.2	**Human Resources**					
6.2.1	**General** Evidence that personnel performing work are competent based on education, training, skills & experience.		Yes			
6.2.2	**Competence, training and awareness**					
a)	The organization has determined the necessary competence for personnel performing work affecting product quality		Yes			
b)	Provided training or taken action to satisfy		Yes			
c)	Evaluate the effectiveness of actions taken		Yes			
d)	Ensured that its personnel are aware of the relevance and importance of their activities and how they contribute to obtaining the quality objectives		Yes			
e)	Maintained appropriate records of education, training, skills and Experience		Yes			
6.3	**Infrastructure** The organization has determined, provided and maintained the infrastructure to achieve conformity to product requirements including		Yes			
a)	Buildings, workspace and associated utilities		Yes			
b)	Process equipment (both hardware and software)		Yes			
c)	Supporting services					
6.4	**Work environment** managed to achieve conformity to product requirements		Yes			

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance		Deficiency	Remarks
			Yes	No		
7	**Product Realization**					
7.1	**Planning of product realization** Planning & development of the processes evidenced, and are they consistent with requirements.	QMSM 7.1	Yes			
a)	Quality objectives and requirements for the product	QMSM 7.1	Yes			
b)	The need to establish processes, documents and provide resources specific to the product		Yes			
c)	Required verification, validation, monitoring, inspection and test activities specific to the product and the criteria for acceptance		Yes			
d)	Records needed to provide evidence that the realization processes and resulting product meet requirements		Yes			
7.2	**Customer related processes**					
7.2.1	**Determination of requirements related to the product**					
a)	Requirements specified by the customer including delivery activities	QMSM 7.2.1	Yes			
b)	Requirements not specified by customer but necessary for specified or intended use		Yes			
c)	Statutory and regulatory requirements related to the product		Yes			
d)	Additional requirements established by the organization			No	Not addressed	
7.2.2	**Review of requirements related to the product requirements** Reviewed prior to commitment to supply.					
a)	Product requirements are defined	QMSM 7.2.2	Yes			
b)	Contract or order requirements differing from those previously expressed are resolved		Yes			
c)	The organization has the ability to meet defined requirements		Yes			
7.2.3	**customer communication**					
a)	Product information	QMSM 7.2.3	Yes			

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance		Deficiency	Remarks
			Yes	No		
b)	Inquiries, contracts or order handling, including amendments	QMSM 7.2.3	Yes			
c)	Customer feedback, including customer complaints		Yes			
7.3	**Design and Development**	-7.3 of Quality Manual				
7.3.1	**Design and development planning**					
a)	Has the organization determined the design and development stages including interfaces					
b)	The review, verification and validation for each stage and design.					
c)	The responsibilities and authorities for design & development					
7.3.2	**Design and development inputs**					
a)	Functional and performance requirements					
b)	Applicable statutory and regulatory requirements					
c)	Where applicable, information derived from previous similar designs.					
d)	Any other requirements essential for design and development.					
7.3.3	**Design and development outputs** There is a format to facilitate verification against the design and approved prior to release					
a)	Meet the input requirements for design and development					
b)	Provide appropriate information for purchasing, production and for service provision					
c)	Contain or reference product acceptance criteria					
d)	Specify the characteristics of the product that are essential for its safe and proper use					
7.3.4	**Design and development review** reviews of design and development performed to planned arrangements to					
a)	Evaluate the ability of the results of design and development to meet requirements					
b)	Identify and problems and propose necessary actions					
7.3.5	**Design and development verification.**					
7.3.6	**Design and development validation**					
7.3.7	**Control of design and development changes**					

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance		Deficiency	Remarks
			Yes	No		
7.4	**Purchasing**					
7.4.1	**Purchasing Process**		Yes			
a)	Purchasing ensure purchased product meets specified requirements suppliers evaluated & selected based on ability to support requirements.	QMSM 7.4.1				
b)	Evaluation of suppliers		Yes			
c)	Criteria for selection, evaluation and re-evaluation are established		Yes			
7.4.2	**Purchasing information**					
a)	Requirements for approval of product, procedures, processes and equipment					
b)	Quality management system requirements		Yes			
7.4.3	**Verification of purchased product** receiving inspection or other suitable activities implemented to insure that purchased products meet requirements	QMSM 7.4.3	Yes			
7.5	**Production and service provision**					
7.5.1	**Control of production and service provision**					
a)	Availability of information that describes the characteristics of the product		Yes			
b)	Work instructions available		Yes			
c)	Suitable equipment in use		Yes			
d)	Monitoring and measuring devices available and in use	QMSM 7.5.1	Yes			
e)	Monitoring and measurement implemented		Yes			
f)	Release, delivery and post-delivery activities implemented		Yes			
7.5.2	**Validation of processes for production and service provision** Where output cannot be verified by subsequent monitoring and measurement.					
a)	Defining the ability to achieve planned results					
b)	criteria defined for review and approval of the processes	----------				
c)	approval of equipment and qualification of personnel	-------- **Excluded**----------				
d)	use of specific methods and procedures					
e)	requirements for records					
f)	Revalidation					

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance		Deficiency	Remarks
			Yes	No		
7.5.3	**Identification and traceability** product been identified by suitable means with status of product and control of identification evident	QMSM 7.5.3	Yes			
7.5.4	**Customer property** customer property identified, verified, and protected		Yes			
7.5.5	**Preservation of product** evidence that the product is protected during all phases of processing including delivery	QMSM 7.5.5	Yes			
7.6	**Control of monitoring and measuring equipment** Have requirements been determined and is monitoring and measurement equipment					
a)	Calibrated or verified at specified intervals or prior to use to standards traceable to N.I.S.T. and recorded	QMSM 7.6	Yes			
b)	Adjusted or re-adjusted as necessary		Yes			
c)	Identified to enable the calibration status to be determined		Yes			
d)	Safeguarded from adjustments that would invalidate the measurement result		Yes			
e)	Protected from damage and deterioration during handling, maintenance and storage		Yes			
f)	Assessment of previous measuring results when the equipment is found not to conform to requirements		Yes			
e)	Ability of computer software to satisfy the intended application		Yes			

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance		Deficiency	Remarks
			Yes	No		
8	**Measurement, analysis and improvement**					
8.1	**General** - planning and implementation of monitoring, measurement, analysis and improvement processes		Yes			
a)	Demonstrate conformity of the product		Yes			
b)	Ensure conformity of the quality management system		Yes			
c)	Continually improve the effectiveness of the quality management system		Yes			
8.2	**Monitoring and measurement**					
8.2.1	**Customer satisfaction** methods and metrics to measure the customers perception of requirements being met	QMSM 8.2.1	Yes			
8.2.2	**Internal audit** Internal audits performed at planned intervals based on status and importance of processes and area to be audited by independent auditors to determine if the quality management system	QMSM 8.2.2 & Internal Audit Procedure QP-PM-IA-03	Yes			
a)	Conforms to the ISO standard and quality system requirements		Yes			
b)	effectively implemented and maintained		Yes			
8.2.3	**Monitoring and measurement of processes** Do monitoring and measurement methods show whether planned results are obtained; If not obtained are corrective actions taken to ensure conformity of product	QMSM 8.2.3	Yes			
8.2.4	**Monitoring and measurement of product** evidence to support monitoring and measurement at appropriate stages of the process has taken place. Conformance to requirements demonstrated Product release in conformance to requirements	QMSM 8.2.4	Yes			
8.3	**Control of nonconforming product** Identification of products which does not conform the product requirements.		Yes			
a)	Taking action to eliminate detected nonconformity		Yes			
b)	Authorizing its use, release or acceptance under concession by a relevant authority and customer where applicable	QMSM 8.3 & QMSP 8.3 QP-PM-NC-04	Yes			
c)	Taking action to preclude its original intended use or application		Yes			

ISO 9001 Clause	ISO 9001 Requirement	Manual Reference	Compliance		Deficiency	Remarks
			Yes	No		
8.4	**Analysis of data** Data available to demonstrate the suitability and effectiveness of the quality management system and to evaluate continual improvement effectiveness	QMSM 8.4	Yes			
a)	Customer satisfaction		Yes			
b)	Conformity to product requirements		Yes			
c)	Characteristics and trends of processes and products including opportunities for preventive action		Yes			
d)	Suppliers		Yes			
8.5	**Improvement**					
8.5.1	**Continual improvement** Evidence to show the effectiveness of the quality management system is continually improved through use of quality policy, quality objectives, audit results, analysis of data, corrective and preventive actions and management review.	QMSM 8.5.1	Yes			
8.5.2	**Corrective Action** Action to eliminate the cause of nonconformities and documented in a procedure for	QMSM 8.5.2 & QMSP 8.5.2 QP-PM-CR-05	Yes			
a)	Reviewing nonconformities (including customer complaints)		Yes			
b)	Determining the causes of nonconformities		Yes			
c)	Evaluating the need for action to ensure that nonconformities do not recur		Yes			
d)	Determining and implementing action needed		Yes			
e)	Records of the results of action taken		Yes			
f)	Reviewing corrective action taken		Yes			
8.5.3	**Preventive Action** procedure provide for and is evidence available to show action to eliminate the cause of potential nonconformities and does the procedure define requirements for	QMSM 8.5.3 & QMSP 8.5.3 PM-QP-PA-06	Yes			
a)	Determining potential nonconformities and their causes		Yes			
b)	Evaluating the need for action to prevent occurrence of nonconformities		Yes			
c)	Determining and implementing action needed		Yes			
d)	Records of results of action taken		Yes			
e)	Reviewing preventive action taken		Yes			

SIGNATURE OF REVIEWING OFFICER

2015-09-10
DATE