

# Ind-Expo Certification (Pvt) Limited

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



2011-11-17

Mr. R R D Wickramasuriya  
Proprietor  
Kanuketiya Tea Factory  
Imaduwa  
Galle.

Dear Sir,

## STAGE II AUDIT

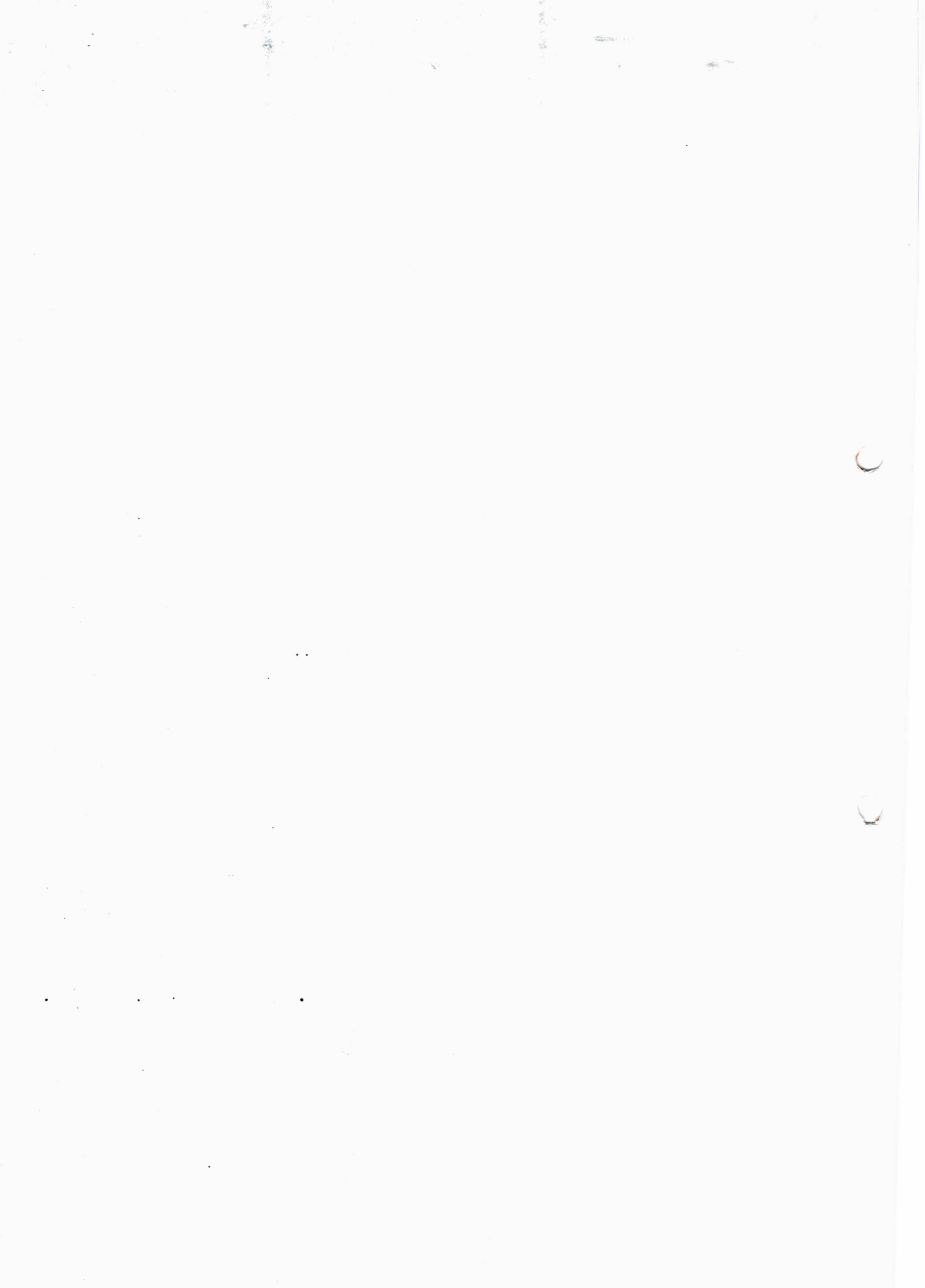
As discussed the Stage II Audit is confirmed for 2011-11-24.

Please find the audit plan attached.

Thank you,

Yours faithfully

Hasanika Piyasena  
Certification Manager





**INDEXPO CERTIFICATION (PVT) LTD;  
INTEGRATED MANAGEMENT SYSTEMS SCHEME  
AUDIT PLAN**

**Name of the organization** : Kanuketiya Tea Factory  
**Assessment site** : Imaduwa, Galle.  
**Type of audit** : Stage II  
**Applicable standard** : ISO 22000 : 2005  
**Scope** : Manufacture of black tea and packing  
**Date of audit** : 2011-11-24

**Audit team**

Mr. S L Ginige                                      Team Leader  
 Ms. Felicia Weerawardena                      Team member  
 Mr. Sapumal Kapukotuwa                      Trainee Auditor

0900 h – 0930 h                      Document review  
 0930 h – 0945 h                      Opening meeting  
 0945 h – 1000 h                      Tea Break  
 1000 h – 1045 h                      Brief visit to the site

| Time            | Management  | Production  |
|-----------------|---|---|
| 1045 h – 1145 h | PRPs (7.2)<br>Establishing OPRPs (7.5)                              | Management commitment (5.1)<br>Responsibility & authority (5.4)                   |
|                 | SLG   | FW  |
|                 | Management  | Production  |
| 1145 h – 1230 h | Product characteristics (7.3.3)                                     | Control of documents (4.2.2)<br>Control of records (4.2.3)<br>Communication (5.6) |
|                 | SLG   | FW  |
|                 | Production  | Management/Production   |
| 1230 h – 1315 h | Flow diagrams, process steps & control measures (7.3.5)             | Internal audit (8.4.1)<br>Management review (5.8)                                 |
|                 | SLG   | FW  |
|                 | Lunch break   |   |
| 1345 h – 1415 h | Hazard analysis (7.4)   | Training (6.2.2)<br>Infrastructure (6.3)<br>Work environment (6.4)                |
|                 | SLG   | FW  |
|                 | Production  | Packing   |
| 1415 h – 1515 h | HACCP plan (7.6)  | Traceability (7.9)<br>Control of monitoring & measuring (8.3)                     |
|                 | SLG   | FW  |
|                 | Tea break   |   |
| 1530 h – 1615 h | Verification planning (7.8)<br>Validation of control measures (8.2) | Control of non-conformity (7.10)  |
|                 | SLG   | FW  |

1615 h – 1630 h                      Auditors' review  
 1630 h – 1645 h                      Use of logo  
 1645 h – 1730 h                      Closing meeting

