IND-EXPO CERTIFICATION (PVT) LTD;

CORRECTIVE ACTION PLAN FOR NON-CONFORMITIES

For all minor non-conformities please state the time duration without exceeding two (02) months.(Please attach documentary evidence).

Name of organization : Kanuketiya Tea Factory, Imaduwa, Galle.

Type of audit : Stage II

Dates of audit : 2011-11-24

NCR No.	Root cause analysis	Actions taken	Date of implementation	Evidence of implementation
01/05	Low awareness level	Enhance employer awareness	01/01/12	Documents with external origin attached
02/05	Lack of awareness	Management Review meeting which was conducted has been recorded	01/01/12	MRM minutes attached.
03/05	Insufficient attention	A special record is introduced	01/01/12	The extranacious matter record attached.
04/05	Poor focus of FO's on record keeping	A special column is introduced and now it is recorded	01/01/12	Moisture Record.
05/05	Poor knowledge and understanding on record keeping	Internal Audit records made available	01/01/12	Internal Audit records.

J. I. Wickramasuriya
Signature of Management Representative

03-1-2012
Date

OBSERVATIONS AND RECOMMENDATIONS

All five minor non conformities are closed on the evidence provided in respect of the corrective actions Recommended for certification

Signature of Team Leader/Lead Auditor

2012-01-09
Date