

**IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
ATTENDANCE RECORD**

**OPENING MEETING**

Stage I/ Stage II/ Final Assessment/ Surveillance/Recertification/Witness Audit/  
Special Audit

Name of the Organization ..... Rekadahena Tea Factory. .....

Date of Assessment: ..... 02/10/2021 .....

NAME OF ATTENDEE	DESIGNATION	DEPT./SECTION	SIGNATURE
1 <u>K.A. Rupne</u>	<u>QA0</u>		<u>[Signature]</u>
2 <u>H.M. Rathnayanthri</u>	<u>F/M</u>		<u>[Signature]</u>
3 <u>Sameera Dilianka</u>	<u>P/S</u>		<u>[Signature]</u>
4 <u>Asanka Sanjewa</u>	<u>F/M</u>		<u>[Signature]</u>
5 <u>Deepal Jayalath</u>	<u>Stores Officer</u>		<u>[Signature]</u>
6 <u>K.B. Chaminda</u>	<u>P/S</u>		<u>[Signature]</u>
7 <u>T. Thakka</u>	<u>P/S</u>		<u>[Signature]</u>
8 <u>Ajith Vitharatchi</u>	<u>P/S</u>		<u>[Signature]</u>
9 <u>M. Asif</u>	<u>L/A</u>	<u>Ind-Expo</u>	<u>[Signature]</u>
10 <u>Tharindu Hettiarachchi</u>	<u>T/M</u>		<u>[Signature]</u>
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**IND-EXPO CERTIFICATION LIMITED  
INTEGRATED MANAGEMENT SYSTEMS CERTIFICATION SCHEME  
ATTENDANCE RECORD**

**CLOSING MEETING**

~~Stage I/ Stage II/ Final Assessment/ Surveillance/Recertification/Witness Audit/  
Special Audit~~

Name of the Organization ..... Rekadehena Tea Factory .....

Date of Assessment: ..... 02/10/2021 .....

	NAME OF THE ATTENDEE	DESIGNATION	DEPT./SECTION	SIGNATURE
1	K. A. Upul	QA		[Signature]
2	H.M. Pathyamanthi	F/M		[Signature]
3	Sameera Dilanga	P/S		[Signature]
4	K.B. Chandana	P/S		[Signature]
5	T. Tharaka	P/S		[Signature]
6	Ajith Vithanarachchi	P/S		[Signature]
7	Deepul Jayalath	Stores Officer		[Signature]
8	M Asif	L/A	Ind-Expo	[Signature]
9	Tharinda Hettiarachchi	T/M	92	[Signature]
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