

IND-EXPO CERTIFICATION LIMITED
MANAGEMENT SYSTEMS CERTIFICATION SCHEME
CORRECTIVE ACTION PLAN FOR NON-CONFORMITIES

For all non-conformities kindly complete this form and submit with evidence within two months.

Name of organization :

Type of audit : Stage II / Surveillance / Re-certification/Special audit (delete whichever is inapplicable)

Date/s of audit :

NCR No.	Non-conformity	Corrective actions taken & Date of implementation	Evidence of implementation
EMS			
	<ul style="list-style-type: none"> Company also has not defined the criteria for each members who has been assigned with specific duties with EMS 	Competencies are evaluated through training and practically evaluate through internal audit.	Please find the evidences attached
	<ul style="list-style-type: none"> Company has decided on objectives to be achieved however there are no plans to achieve set of objectives. 	Required format to enter objectives were circulated among the company departments	Please find the evidences attached
	<ul style="list-style-type: none"> Environmental aspect evaluation has not included. Certain environmental aspects of the company. Eg:- Water Consumption, Buildings, etc. 	Requirements were added to the impact aspect register	Please find the evidences attached
	<ul style="list-style-type: none"> Conditions of the EPL have not been communicated to the relevant parties for appropriate action. 	Circulated the EPL & relevant documents within the company	Please find the evidences attached
	<ul style="list-style-type: none"> Company has not defined the necessary competency requirement to perform the environmental system. Eg:- Mr. Asiri has assigned as a authorized internal auditor to handle EMS but no competency requirements defined by HR. 	Necessary competency requirements were included.	Please find the evidences attached
	<ul style="list-style-type: none"> Although there is a water leakage in the stop tap of water tank number 02. No action has taken to correct it. 	Leak valve was replaced. Process is checked and verified from manufacturing officer	Please find the evidences attached
FSMS			
	<ul style="list-style-type: none"> Lids of manhole of vat at manufacturing area have not been locked at the time of audit. And also cleaning of lid is not adequate. 	All manholes were locked and daily cleaning process is doing Abans team and check and verify by manufacturing officer	Please find the evidences attached
	<ul style="list-style-type: none"> Cleaning of following areas are not adequate. i) Cobwebs have been observed at the conveyor from bottle washing machine to SACMI filler machine ii) Certain area of bottle store 	Communicate to supervisors to strictly follow cleaning procedures	Please find the evidences attached
	<ul style="list-style-type: none"> Medical declaration of employees is not par with the food hygiene regulation. 	Medical declarations were obtained	Please find the evidences attached

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QMS			
	<ul style="list-style-type: none"> There is a requirement for verification of quality parameters in manufacturing department. QMS/FSMS/CS/007 there is no evidence for verification. 	All quality parameters are check and verify from manufacturing	Please find the evidences attached
	<ul style="list-style-type: none"> Certain Interested parties have not been identified in need & expectation document. (Annexure) Eg:- Health Ministry Consumer Affairs Authority Certification Body 	Required parties were added to the need & expectations document.	Please find the evidences attached

[Handwritten Signature]

Signature of Management Representative /FSTL /EMR

20/10/20

Date

OBSERVATIONS AND RECOMMENDATIONS

All NCAs have been closed. As Recommended for certification.

[Handwritten Signature]

Signature of Team Leader/Lead Auditor

2020/10/20

Date

