

B.3 Calculation of minimum audit duration

B.3.1 General

FSMS audits shall meet the minimum audit duration calculation given in B.3.2 using the requirements of Annexes A and B. FSMS schemes may design their own categories and audit duration calculation process of Annex B. Certification bodies shall follow scheme categories and audit duration calculation referenced in the requirements of Annexes A and B. The minimum audit duration includes stage 2 of the initial certification.

When determining the number of employees involved in any aspect of food safety, it shall be expressed as the number of full-time equivalent (FTE) employees. When an organization deploys workers in different shifts and the products and/or processes are similar, the FTE number will be calculated based on employees on the main shift (including seasonal workers) plus non-production staff having an impact on food safety.

In cases of unusually high repetitive shifts or process, a coherent and consistent reduction may be applied on a company-to-company basis within the scope of certification. The determination and justification by the certification body shall be recorded.

Audit duration does not include time for audit planning, audit preparation, travel to and from site, follow-up activities if there are nonconformities, or team member(s) not assigned as an auditor, technical experts, translators, interpreters, observers and auditors-in-training, and report writing.

Where a scheme owner has established their own rules for determination for audit duration, the outcome of the scheme rules shall apply provided that the scheme rules are not less than those required in this annex as a common minimum.

B.3.2 Initial audit duration calculation

The minimum initial certification audit duration for FSMS certification audits shall be given and expressed in days, which is calculated, considering Table B.1:

$$D_s = (T_D + T_H + T_{FTE})$$

where

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes HACCP study), in days;

T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees.

Table B.1 — Variables for calculation of minimum audit duration

Category or subcategory	Basic site audit duration, in audit days T_D	Number of audit days for each additional HACCP study T_H	Effective number FTE T_{FTE}
AI	1,0	0,25	<p>1 to 5 = 0 6 to 49 = 0,5 50 to 99 = 1,0 100 to 199 = 1,5 200 to 499 = 2,0 500 to 999 = 2,5 > 1 000 = 3</p>
AII	1,0	0,25	
BI	1,0	0,25	
BII	1,0	0,25	
BIII	1,0	0,25	
CO	2,0	0,50	
CI	2,0	0,50	
CII	2,0	0,50	
CIII	2,0	0,50	
CIV	2,0	0,50	
D	1,0	0,50	
E	1,5	0,50	
FI	1,0	0,50	
FII	1,0	0,5	
G	1,5	0,25	
H	1,5	0,25	
I	1,5	0,50	
J	1,5	0,50	
K	2,0	0,5	

there are multiple categories or subcategories, use the category or subcategory with the higher



INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT DURATION - FOR - GMP / HACCP / FSMS

Information	Details
Name of the company	Subash Bakery
Full time equivalent employees (FTE) (main shift including seasonal workers)	40
Scope	Manufacturing of bakery products
Particular Category / Sub category	C B
No of HACCP studies	01
Outsourcing of activities included in the scope of the management system	-
Results of any prior audits	-
Seasonality of the food products	No
No of sites and multi-site consideration (Note - For additional sites separate calculation to be conducted)	01

Reference : ISO 22003-1:2022 Annex B

Minimum Audit Time for *Single Site* $D_s = (T_D + T_H + T_{FTE})$

Where,

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes one HACCP study), in days;

T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees main shift (including seasonal workers)

Multi-site (T_H)

The site audit duration of the central function : equal to or greater than D_s .

The site audit duration for each site : equal to or greater than half of D_s for that site

Category / Sub - category	T_D	T_H	T_{FTE}	Initial certification audit time (T_s)	Surveillance 1 audit	Surveillance 2 audit	Re-certification Audit time	Signature & Date
1. Certification Audit / Recertification Audit								
C B	2.0	0	0.5	2.5 ~ 3 days	$\frac{2.5}{3} = 0.83$ ~ 1 day	$\frac{2.5}{3} = 0.83$ ~ 1 day	$\frac{2.5}{3} \times 2 = 1.66$ ~ 2 days	Shanika 2025/01/01
2. Surveillance I								
3. Surveillance II								

Remarks for Justification:

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INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT DURATION - FOR - GMP / HACCP / FSMS

Information	Details
Name of the company	Sanirub international (Pvt) Ltd
Full time equivalent employees (FTE) (main shift including seasonal workers)	8
Scope	Manufacturing of detergents and disinfectants
Particular Category / Sub category	K
No of HACCP studies	8
Outsourcing of activities included in the scope of the management system	No
Results of any prior audits	New certificate
Seasonality of the food products	No
No of sites and multi-site consideration (Note – For additional sites separate calculation to be conducted)	01

Minimum Audit Time for **Single Site** $D_s = (T_D + T_H + T_{FTE})$

Where,

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes one HACCP study), in days;

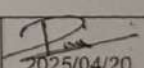
T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees main shift (including seasonal workers)

Multi-site (T_M)

The site audit duration of the central function : equal to or greater than D_s .

The site audit duration for each site : equal to or greater than half of D_s for that site

Category / Sub - category	T_D	T_H	T_{FTE}	Initial certification audit time (T_s)	Surveillance 1 audit	Surveillance 2 audit	Re-certification Audit time	Signature & Date
1. Certification Audit / Recertification Audit								
K	2	7	0.5	$N = 3.5 = 6$ 2 days	$2.5/3 = 0.83$ = 1 day	$2.5/3 = 0.83$ = 1 day	$2.5 * 2/3 = 1.80$ = 2 day	 2025/04/20
2. Surveillance I								
3. Surveillance II								

Remarks for Justification:

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INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT DURATION - FOR - GMP / HACCP / FSMS

Information	Details
Name of the company	Graceland Tea Factory (Pvt) Ltd
Full time equivalent employees (FTE) (main shift including seasonal workers)	30
Scope	Manufacturing of black tea
Particular Category / Sub category	CIV
No of HACCP studies	1
Outsourcing of activities included in the scope of the management system	No
Results of any prior audits	New certificate
Seasonality of the food products	No
No of sites and multi-site consideration (Note – For additional sites separate calculation to be conducted)	01

Minimum Audit Time for **Single Site** $D_s = (T_D + T_H + T_{FTE})$

Where,

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes one HACCP study), in days;

T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees main shift (including seasonal workers)

Multi-site (T_M)

The site audit duration of the central function : equal to or greater than D_s .

The site audit duration for each site : equal to or greater than half of D_s for that site

Category / Sub - category	T_D	T_H	T_{FTE}	Initial certification audit time (T_s)	Surveillance 1 audit	Surveillance 2 audit	Re-certification Audit time	Signature & Date
1. Certification Audit / Recertification Audit								
CIV	2	-	0.5	$N = 2.5 = 3 \text{ days}$	$2.5/3 = 0.83 = 1 \text{ day}$	$2.5/3 = 0.83 = 1 \text{ day}$	$2.5 * 2/3 = 1.60 = 2 \text{ day}$	<i>Chandra</i> 2025/03/19
2. Surveillance I								
3. Surveillance II								

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INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT DURATION - FOR - GMP / HACCP / FSMS

Information	Details
Name of the company	Healthy Foods Lanka Export (Pvt) Ltd.
Full time equivalent employees (FTE) (main shift including seasonal workers)	12
Scope	Manufacturing of dehydrated products
Particular Category / Sub category	C & E
No of HACCP studies	01
Outsourcing of activities included in the scope of the management system	-
Results of any prior audits	-
Seasonality of the food products	No.
No of sites and multi-site consideration (Note - For additional sites separate calculation to be conducted)	01 (Company has another site and it was mentioned in the application. However, this site was not consider for the audit scope.)

Reference : ISO 22003-1:2022 Annex B

Minimum Audit Time for *Single Site* $D_s = (T_D + T_H + T_{FTE})$

Where,

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes one HACCP study), in days;

T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees main shift (including seasonal workers)

Multi-site (T_H)

The site audit duration of the central function : equal to or greater than D_s .

The site audit duration for each site : equal to or greater than half of D_s for that site

Category / Sub-category	T_D	T_H	T_{FTE}	Initial certification audit time (T_s)	Surveillance 1 audit	Surveillance 2 audit	Re-certification Audit time	Signature & Date
1. Certification Audit / Recertification Audit								
C & E	2.0	0	0.5	2.5 = 3 days	$\frac{2.5}{3} = 0.83$ = 1 day	$\frac{2.5}{3} = 0.83$ = 1 day	$\frac{2.5}{3} \times 2 = 1.66$ = 2 days	Chanulha 2023/05/05
2. Surveillance I								
3. Surveillance II								

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Table B.1 — Variables for calculation of minimum audit duration

Category or subcategory	Basic site audit duration, in audit days T_D	Number of audit days for each additional HACCP study T_H	Effective number FTE T_{FTE}
AI	1,0	0,25	1 to 5 = 0 6 to 49 = 0,5 50 to 99 = 1,0 100 to 199 = 1,5 200 to 499 = 2,0 500 to 999 = 2,5 > 1 000 = 3
AII	1,0	0,25	
BI	1,0	0,25	
BII	1,0	0,25	
BIII	1,0	0,25	
CO	2,0	0,50	
CI	2,0	0,50	
CII	2,0	0,50	
CIII	2,0	0,50	
CIV	2,0	0,50	
D	1,0	0,50	
E	1,5	0,50	
FI	1,0	0,50	
FII	1,0	0,5	
G	1,5	0,25	
H	1,5	0,25	
I	1,5	0,50	
J	1,5	0,50	
K	2,0	0,5	

If there are multiple categories or subcategories, use the category or subcategory with the highest T_H value to determine D_c . The combined parameters (HACCP study, FTE) for all the categories/

INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT DURATION - FOR – GMP – FOOD/ CATERING

Information	Details
Name of the company	
Full time equivalent employees (FTE) (main shift including seasonal workers)	
Scope	
Particular Category / Sub category	
Outsourcing of activities included in the scope of the management system	
Results of any prior audits	
Seasonality of the food products	
No of sites and multi-site consideration (Note – For additional sites separate calculation to be conducted)	

Minimum Audit Time for *Single Site* $D_s = ((T_D - T_H) + T_{FTE})$

(Derived from equation - $D_s = (T_D + T_H + T_{FTE})$) Reference : ISO 22003-1:2022 Annex B

Where,

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes one HACCP study), in days;

T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees main shift (including seasonal workers)

Multi-site (T_M)

The site audit duration of the central function : equal to or greater than D_s .

The site audit duration for each site : equal to or greater than half of D_s for that site

Category / Sub - category	T_D	T_{FTE}	Certification audit time (D_s)	Surveillance I audit time= No. of man-days calculated for Certification audit (D_s)	Surveillance II audit time= No. of man-days calculated for Certification audit (D_s)	Re-certification Audit time (D_s)	Signature & Date
Certification Audit							
Surveillance I							
Surveillance II							

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INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT DURATION - FOR - GMP - FOOD/ CATERING

Information	Details
Name of the company	Ceylon Knit Trend (Pvt) Ltd
Full time equivalent employees (FTE) (main shift including seasonal workers)	07
Scope	Activities pertaining to the receiving of raw materials, storing, preparation, cooking, ^{and} serving and transportation of meals
Particular Category / Sub category	E
Outsourcing of activities included in the scope of the management system	No
Results of any prior audits	NA
Seasonality of the food products	NA
No of sites and multi-site consideration (Note - For additional sites separate calculation to be conducted)	01

Minimum Audit Time for *Single Site* $D_s = ((T_D - T_H) + T_{FTE})$

(Derived from equation - $D_s = (T_D + T_H + T_{FTE})$) Reference : ISO 22003-1:2022 Annex B

Where,

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes one HACCP study), in days;

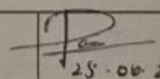
T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees main shift (including seasonal workers)

Multi-site (T_M)

The site audit duration of the central function : equal to or greater than D_s .

The site audit duration for each site : equal to or greater than half of D_s for that site

Category / Sub - category	T_D	T_{FTE}	Certification audit time (D_s)	Surveillance I audit time= No. of man-days calculated for Certification audit (D_s)	Surveillance II audit time= No. of man-days calculated for Certification audit (D_s)	Re-certification Audit time (D_s)	Signature & Date
Certification Audit							
E	1.5-0.5=1	0.5	$1.5 \times \frac{1}{2} = 0.75$ ~ 1 Day				 25.06.2025
Surveillance I							
Surveillance II							

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Information	Details
Name of the company	Thraji Marketing
Full time equivalent employees (FTE) (main shift including seasonal workers)	04
Scope	Activities pertaining to the repacking of sugar, tea and milk powder in sachets for hotel and restaurants.
Particular Category / Sub category	C IV
Outsourcing of activities included in the scope of the management system	No
Results of any prior audits	NA
Seasonality of the food products	NA
No of sites and multi-site consideration (Note - For additional sites separate calculation to be conducted)	01

Minimum Audit Time for *Single Site* $D_s = ((T_D - T_H) + T_{FTE})$

(Derived from equation - $D_s = (T_D + T_H + T_{FTE})$) Reference : ISO 22003-1:2022 Annex B

Where,

D_s is the total audit duration;

T_D is the basic site audit duration for (sub) category and scope of certification (includes one HACCP study), in days;

T_H is the number of audit days for additional HACCP studies;

T_{FTE} is the number of audit days per number of FTE employees main shift (including seasonal workers)

Multi-site (T_M)

The site audit duration of the central function : equal to or greater than D_s .

The site audit duration for each site : equal to or greater than half of D_s for that site

Category / Sub - category	T_D	T_{FTE}	Certification audit time (D_s)	Surveillance I audit time= No. of man-days calculated for Certification audit (D_s)	Surveillance II audit time= No. of man-days calculated for Certification audit (D_s)	Re-certification Audit time (D_s)	Signature & Date
Certification Audit							
C IV	$2.0 - 0.5 = 1.5$	0	$1.5 \times \frac{1}{4} = 0.75 \text{ day}$	0.75 day	0.75 day	$2 \times 0.75 \text{ day}$	22/08/2025
Surveillance I							
Surveillance II							

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MANDay - Cosmetics GMP

IAF MD 5:2019

International Accreditation Forum, Inc.

Issue 4

Determination of Audit Time of Quality,

Page 21 of 33

Version 2 Environmental, and Occupational Health & Safety Management Systems

ANNEX A – QUALITY MANAGEMENT SYSTEMS

Table QMS 1 – Quality Management Systems

Relationship between Effective Number of Personnel and Audit Time
(Initial Audit only)

Effective Number of Personnel	Audit Time Stage 1 + Stage 2 (days)	Effective Number of Personnel	Audit Time Stage 1 + Stage 2 (days)
1-5	1.5	626-875	12
6-10	2	876-1175	13
11-15	2.5	1176-1550	14
16-25	3	1551-2025	15
26-45	4	2026-2675	16
46-65	5	2676-3450	17
66-85	6	3451-4350	18
86-125	7	4351-5450	19
126-175	8	5451-6800	20
176-275	9	6801-8500	21
276-425	10	8501-10700	22
426-625	11	>10700	Follow progression above

INDEXPO CERTIFICATION LIMITED
PRODUCT CERTIFICATION SCHEME
DETERMINATION OF AUDIT TIME - COSMETICS

Information	Details
Name of the company	
Number of Employees	
Scope	
Particular NACE code/ Categories / Sectors	
Technological and regulatory context	
Outsourcing of activities included in the scope of the management system	
Results of any prior audits	
No of sites and multi-site consideration	
Reference : IAF MD 5 / PCS-G-P-07	

No of Employees	Audit Man Days Initial Certification =X (initial man days calculated for QMS) x 1/2 • For GMP (Cosmetics) – Ref Annex A (IAM MD 5) and PCS-G-P-07	Surveillance I Audit = Initial man days calculated for QMS	Surveillance II Audit = Initial man days calculated for QMS	Re- certification Audit = X (Initial man days calculated for QMS) x 1/2	Signature & Date
1. Certification Audit / Recertification Audit					
2. Surveillance I					
3. Surveillance II					

Remarks for Justifications :

Audit Type	Justification	Verified by

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INDEXPO CERTIFICATION LIMITED
PRODUCT CERTIFICATION SCHEME
DETERMINATION OF AUDIT TIME - COSMETICS

Information	Details
Name of the company	Pure Herbs Inventions (Pvt) Ltd
Number of Employees	25
Scope	Activities pertaining to the manufacturing of face creams, foundations, face masks, scrubs, washes, lotions, shampoos, conditioners, hair oils, body gels, nail polish remover, foot creams and sanitizers
Particular NACE code/ Categories / Sectors	C20.41, C20.42
Technological and regulatory context	
Outsourcing of activities included in the scope of the management system	No
Results of any prior audits	NCRs of Surveillance II were closed
No of sites and multi-site consideration	01
Reference : IAF MD 5 / PCS-G-P-07	

No of Employees	Audit Man Days Initial Certification =X (initial man days calculated for QMS) x 1/2 • For GMP (Cosmetics) – Ref Annex A (IAM MD 5) and PCS-G-P-07	Surveillance I Audit = Initial man days calculated for QMS	Surveillance II Audit = Initial man days calculated for QMS	Re- certification Audit = X (Initial man days calculated for QMS) x 1/2	Signature & Date
25					
1. Certification Audit / Recertification Audit	$3 \times \frac{1}{2} = 1.5$ ~ 2 day	$3 \times \frac{1}{2} = 1.5$ ~ 2 day	$3 \times \frac{1}{2} = 1.5$ ~ 2 day	$3 \times \frac{1}{2} = 1.5$ ~ 2 day	Sum 2024.10.02
2. Surveillance I					
3. Surveillance II					

Remarks for Justifications :

Audit Type	Justification	Verified by

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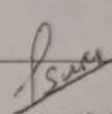
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INDEXPO CERTIFICATION LIMITED
PRODUCT CERTIFICATION SCHEME
DETERMINATION OF AUDIT TIME - COSMETICS

Information	Details
Name of the company	Sudarshee Products
Number of Employees	01
Scope	Activities pertaining to the manufacturing of shampoo.
Particular NACE code/ Categories / Sectors	
Technological and regulatory context	
Outsourcing of activities included in the scope of the management system	No
Results of any prior audits	NA
No of sites and multi-site consideration	01
Reference : IAF MD 5 / PCS-G-P-07	

No of Employees	Audit Man Days Initial Certification = X (initial man days calculated for QMS) x 1/2 • For GMP (Cosmetics) – Ref Annex A (IAM MD 5) and PCS-G-P-07	Surveillance I Audit = Initial man days calculated for QMS	Surveillance II Audit = Initial man days calculated for QMS	Re- certification Audit = X (Initial man days calculated for QMS) x 1/2	Signature & Date
1					
1. Certification Audit / Recertification Audit	$1.5 \times \frac{1}{2}$ = 0.75 ~ 1 day	$1.5 \times \frac{1}{2}$ = 0.75 ~ 1 day	$1.5 \times \frac{1}{2}$ = 0.75 ~ 1 day	$1.5 \times \frac{1}{2}$ = 0.75 ~ 1 day	 2024-09-30
2. Surveillance I					
3. Surveillance II					

Remarks for Justifications :

Audit Type	Justification	Verified by

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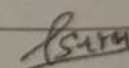
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INDEXPO CERTIFICATION LIMITED
PRODUCT CERTIFICATION SCHEME
DETERMINATION OF AUDIT TIME - COSMETICS

Information	Details
Name of the company	Root Herbs Native (Pvt) Ltd
Number of Employees	15
Scope	Activities pertaining to the manufacturing of herbal oil and body oil
Particular NACE code/ Categories / Sectors	C 20.53
Technological and regulatory context	NA
Outsourcing of activities included in the scope of the management system	No
Results of any prior audits	NA
No of sites and multi-site consideration	01
Reference : IAF MD 5 / PCS-G-P-07	

No of Employees	Audit Man Days Initial Certification = X (initial man days calculated for QMS) x 1/2 • For GMP (Cosmetics) – Ref Annex A (IAM MD 5) and PCS-G-P-07	Surveillance I Audit = Initial man days calculated for QMS	Surveillance II Audit = Initial man days calculated for QMS	Re- certification Audit = X (Initial man days calculated for QMS) x 1/2	Signature & Date
15					
1. Certification Audit / Recertification Audit	$2.5 \times \frac{1}{2} = 1.25$ ~ 1 day				 02-08-2025
2. Surveillance I					
3. Surveillance II					

Remarks for Justifications :

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ANNEX A – QUALITY MANAGEMENT SYSTEMS

Table QMS 1 – Quality Management Systems

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(Initial Audit only)

Effective Number of Personnel	Audit Time Stage 1 + Stage 2 (days)	Effective Number of Personnel	Audit Time Stage 1 + Stage 2 (days)
1-5	1.5	626-875	12
6-10	2	876-1175	13
11-15	2.5	1176-1550	14
16-25	3	1551-2025	15
26-45	4	2026-2675	16
46-65	5	2676-3450	17
66-85	6	3451-4350	18
86-125	7	4351-5450	19
126-175	8	5451-6800	20
176-275	9	6801-8500	21
276-425	10	8501-10700	22
426-625	11	>10700	Follow progression above


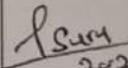
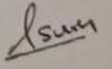
Note 1: The numbers of personnel in Table QMS 1 should be seen as a continuum rather than a stepped change. I.e. if drawn as a graph, the line should start with the values in the lower band and end with the endpoints of each band. The starting point of the graph should be personnel of

INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT TIME

FOR – QMS / EMS / OHSAS/EnMS

Requirement as per IAF MD 5:2019

Information	Details
Name of the company	Poly Packaging Industries (Pvt) Ltd
Size	130
Scope	design, dev, manufacturing & marketing of flexible packaging material.
Complexity High / Medium / Low / Limited / Special	
Particular Categories / Sectors	C 22.22
Technological and regulatory context	
Outsourcing of activities included in the scope of the management system	NO
Results of any prior audits	NO
No of sites and multi-site consideration	01
The risk associated with the products, process / activities of organization	
If Audits are combined : Joint / Integrated:	
Reference : IAF MD 5 :2015	

No of Employees	Audit Man Days (Stage I + Stage II) = X * For QMS – Refer Annex A * For EMS – Refer Annex B * For OHSAS & EnMS – Refer Annex B	Surveillance Audit = 1/3 X	Re-certification Audit = 2/3 X	Signature  Date
1. Certification Audit / Recertification Audit	8		5.33 <u>2.6</u>	 2021.07.07
2. Surveillance I 123	7	2.333		 2022.08.23
3. Surveillance II				

Note - Remarks for Justification
 2022.08.23 - two man days are required for audit because 80% of man days are used. (3rd cycle of certification)



INDEXPO CERTIFICATION LIMITED
DETERMINATION OF AUDIT TIME

FOR - QMS / EMS / OHSAS/EnMS

Requirement as per IAF MD 5:2023

Information	Details
Name of the company	Molwise Lanka (Pvt) Ltd
Size	142
Scope	manufacturing & dispatch of all tubes, all pipes & welding elect
Complexity : High / Medium / Low / Limited / Special	
Particular NACE code/ Categories / Sectors	24.2
Technological and regulatory context	
Outsourcing of activities included in the scope of the management system	NO
Results of any prior audits	425
No of sites and multi-site consideration	21
The risk associated with the products, process / activities of organization	
If Audits are combined : Joint / Integrated:	
Reference : IAF MD 5	

No of Employees	Audit Man Days (Stage I + Stage II) = X • For QMS - Ref Annex A • For EMS - Ref Annex B • For EnMS - Ref Annex B • For OHSAS - Ref Annex C	Surveillance Audit = 1/3 X	Re- certification Audit = 2/3 X	Signature Date
142				
1. Certification Audit / Recertification Audit	8		S. 333	P. Sum 2025/1/3
2. Surveillance I				
3. Surveillance II				

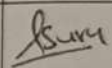
Justifications :

Audit Type	Justification	Verified by
1	man days can decrease, section 8 v) c), Therefore required man days are 4	P. Sum

FOR – QMS / EMS / OHSAS/EnMS

Requirement as per IAF MD 5:2015

Information	Details
Name of the company	Melwire Lanka (Pvt) Ltd
Size	80
Scope	Manufacture & dispatch of mild steel billets using steel scraps to manufacture reinforcement steel bars
Complexity High / Medium / Low / Limited / Special	
Particular Categories / Sectors	
Technological and regulatory context	
Outsourcing of activities included in the scope of the management system	NO
Results of any prior audits	NO
No of sites and multi-site consideration	01
The risk associated with the products, process / activities of organization	
If Audits are combined : Joint / Integrated:	
Reference : IAF MD 5 :2015	

No of Employees	Audit Man Days (Stage I + Stage II) =X	Surveillance Audit =1/3 X	Re- certification Audit = 2/3 X	Signature & Date
80	<ul style="list-style-type: none"> * For QMS – Refer Annex A * For EMS – Refer Annex B * For EnMS – Refer Annex B • For OHSAS - Refer Annex C 			
1. Certification Audit / Recertification Audit	6			 2023.01.05
2. Surveillance I				
3. Surveillance II				

Note - Remarks for Justification

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