


Audit Plan

Organisation Name : PT FUJIKURA INDONESIA			Audit Date: 26 – 27 June 2023	
Postal Address: 17530			Audit Standard: ISO 9001:2015 & ISO 14001:2015	
Audit Site (Full detail of Temporary Site) Jl. Cendana Raya F9 No.1A, Kawasan Industri Delta Silicon 3, Lippo Cikarang, Cikarang Selatan, Indonesia			Application Ref No:- _____	
Contact Person: Mr Caleb Ziduhu		Contact No.: +62-821-2120-0959		
Audit Type: Stage-1 <input type="checkbox"/> Stage-2 <input checked="" type="checkbox"/> Surveillance <input type="checkbox"/>				
Audit Team Member	Lead Auditor	Auditor	Technical Expert /Observer / Assessor	
	Ir. Iskandar (IF)	-	-	
Sign of Audit Team				
Audit Scope Manufacturer of Fiber Optic for Telecommunication			Audit Man-days: 2 person days on site	
Audit Objective : The objective of the audit is to establish compliance of the management system of the aforementioned organization with the requirements of the aforementioned standard in order to achieve or maintain certification through an independent and accredited certification body. Identification of possibilities to improve the management system can also be a component of the audit and is considered simply to be an enhancement, it does not constitute consultancy or advice with regard to the management system.				

26.06.2023 – 27.06.2023							
Date & Time:	Department/Process	Activities	Requirements			Auditor	Responsible employees
			ISO 9001	ISO 14001	ISO 45001		
26.06.23	Day One						
08.30	Initial meeting	Opening Meeting	-	-	-	IF	All

	<ul style="list-style-type: none"> clarifying the purpose, organizational activities and scope of the certification audit possible changes - scope of activities, clarification, or modification of the audit plan 					
09.00	<p>Organization management process</p> <ul style="list-style-type: none"> Context of the organization Scope of the managements system and processes Leadership & commitment Customer focus Policy – Environmental Organizational roles, responsibilities and authorities Internal Audit Management Review Nonconformities and Corrective Action 	Discussion and document review	4, 5,9,10	4, 5,9,10	IF	Top Management & QHSE
10.30	<p>Planning process</p> <ul style="list-style-type: none"> Risks and opportunities Environmental aspects Compliance obligations Legal and other requirements Objectives, Planning Changes <p>Operation – Control of main processes</p> <ul style="list-style-type: none"> Operational planning & control Monitoring, measurements, analysis and evaluation <p>Control of documented information process</p> <ul style="list-style-type: none"> Creating and updating Control Distribution Storage and preservation Retention and disposition 	Discussion and Document review	6,7.5	6,7.5	IF	QHSE/ISO


12.00	Lunch						
13.00	(Lanjutan)						
13.30	Operation – Control of main processes <ul style="list-style-type: none"> Requirements and its review, changes criteria, resources Customer communication Customer Satisfaction Survey Claim & report 	<i>Discussion and Document review</i>	8, 9,10	8, 9,10		IF	Sales & Logistic
14.30	Operation – Control of main & supporting processes <ul style="list-style-type: none"> <i>Risks and opportunities</i> <i>Environmental aspect and impact</i> <i>Resources</i> <i>Operational planning & control</i> <i>Monitoring, measurements, analysis and evaluation</i> 	<i>Discussion, Document review and Observation of condition</i>	6,7,8, 9,10	6,7,8, 9,10		IF	HR & GA
16.00	Operation – Control of main processes <ul style="list-style-type: none"> Requirements and its review, changes criteria, resources External provider control Claim & report 	<i>Discussion and Document review</i>	8, 9,10	8, 9,10		IF	Procurement
17.00	End of day one						
27.06.23	Day Two						
08.30	Operation – Control of main & supporting processes <ul style="list-style-type: none"> <i>Risks and opportunities</i> <i>Environmental aspect and impact</i> <i>resources</i> <i>Operational planning & control</i> <i>Product Monitoring, measurements, analysis and evaluation</i> 	<i>Discussion, Document review and Observation of condition</i>	6,7,8, 9,10	6,7,8, 9,10		IF	IT

09.00	Operation – Control of main processes <ul style="list-style-type: none"> Risks and opportunities Environmental aspect and impact resources Operational planning & control Production & service provision Release of product and services Control of NC outputs Monitoring, measurements, analysis and evaluation 	<i>Discussion, Document review and Observation of condition</i>	6,7,8, 9,10	6,7,8, 9,10		IF	Engineering
10.30	Operation – Control of main processes <ul style="list-style-type: none"> Risks and opportunities Environmental aspect and impact resources Operational planning & control Production & service provision Release of product and services Control of NC outputs Monitoring, measurements, analysis and evaluation 	<i>Discussion, Document review and Observation of condition</i>	6,7,8, 9,10	6,7,8, 9,10		IF	PPIC and Production (Patch control, Fast connect, Fuse Connect)
12.00	Lunch						
13.00	(Lanjutan)						
13.30	Operation – Control of main processes <ul style="list-style-type: none"> Risks and opportunities Environmental aspect and impact resources Operational planning & control Preservation 	<i>Discussion, Document review and Observation of condition</i>	6,7,8, 9,10	6,7,8, 9,10		IF	Warehouse

	<ul style="list-style-type: none"> Monitoring, measurements, analysis and evaluation 					
14.30	Operation – Control of main processes <ul style="list-style-type: none"> Risks and opportunities Environmental aspect and impact Resources Measurement traceability Operational planning & control Production & service provision Release of product and services Control of NC outputs Monitoring, measurements, analysis and evaluation 	<i>Discussion, Document review and Observation of condition</i>	6,7,8, 9,10	6,7,8, 9,10	IF	QA
16.15	Auditor Review	<i>Review of audit results</i>			IF	-
16.30	Final Meeting Presentation of Audit Results <ul style="list-style-type: none"> Evaluation of audit according to ISO 9001:2015 and ISO 14001:2015 	<i>Closing Meeting</i>			IF	All
17.00	End of day two					

Note :

Audit Plan distribution to Organization, audit team and audit documentation.



Ir. Iskandar
(Lead Auditor)