



# INSTITUTE FOR INDUSTRIAL CERTIFICATION

AGENCY FOR INDUSTRIAL RESEARCH AND DEVELOPMENT

## MINISTRY OF INDUSTRY R.I.

### AUDIT PLAN

**ID No.** : 1784.A.1  
**Company Name** : CARGILL BV, CARGILL COCOA & CHOCOLATE  
**Office Address** : - Eenhoornweg 12, 1531 ME, Wormer, NETHERLANDS  
**Factory Address** : - Eenhoornweg 12, 1531 ME, Wormer, NETHERLANDS  
**Certification Scheme Code No.** : 15.05 Tea, Coffee, Cocoa  
**Standard Number and Title** : SNI 3747: 2009, Cocoa Powder  
**Brand** : GERKENS CACAO  
**Product Types** : -  
**Regulations** : 1) ☒ Mandatory 2) ☐ Voluntary  
**Quality Management System** : ☐ SNI ISO 9001:2015 Certification  
☐ SNI ISO 9001:2015 Non Certificate  
☒ Others: ISO 22000:2005; ISO/TS 22002-1:2009  
**QMS Certificate Issuer** : LRQA  
**Certification Accred. Status** : ☐ KAN ☐ IAF ☒ Others: UKAS, FSSC 22000  
**Certificate Validity Period** :

**Audit Stage** : ☐ Certification ☒ Recertification ☐ Surveillance:  
☐ Product extension ☐ Brand extension ☐ Type extension ☐ Others  
**Audit Date** : 24 August- 26 August 2020 **Audit Team & Sampling Officer** : Indriati Nasution (IN) - Team Leader  
 Wahyu Wibowo (WW) - Team Member  
 Vina Djuwita (VD) - Sampling Officer

TIME *)	AREA	ISO 9001 ELEMENT	ACTIVITIES	REMARKS
<b>Day I - 24 August 2020</b>				
	Meeting Room		Opening Meeting (Teams/other applications agreed)	All Team
	Production Facility		Virtual Plant Visit	All Team
	Top Management & Management Representative	4.1-4.4; 5.1-5.3; 6.1-6.3; 7.4-7.5; 9.2-9.3; 10.2-10.3	Organizational context, Scope of activities & management systems, commitment of top management, company policy, responsibility & authority; risk & opportunity approach, quality objectives & planning, communication & documented information, Internal Audit, Management Review, and Continual Improvement	IN, WW
	Sampling Preparation		Sampling Plan	N/A
	Lunch Break			
	Top Management & Management Representative (continued)	4.1-4.4; 5.1-5.3; 6.1-6.3; 7.4-7.5; 9.2-9.3; 10.2-10.3	Organizational context, Scope of activities & management systems, commitment of top management, company policy, responsibility & authority; risk & opportunity approach, quality objectives & planning, communication & documented information, Internal Audit, Management Review, and Continual Improvement	IN
	Marketing/ Customer Related Activities	5.2,6.2; 8.2; 8.6-8.7; 9.1; 10.2 7.2, 8.2.1	Achievement of Targets, Order Handling, Product Delivery, Complaint Management, Customer Satisfaction Measurements	IN
	Purchasing	6.2; 8.4; 9.1; 10.2	Achievement of Targets, risk & opportunity approach, Purchasing Management, Purchasing Planning, Supplier Lists, Performance Evaluation, Purchased Material/Services Verification, Material Test Result, Management of nonconforming product, data analysis.	WW
	Samplings		Samples Taking	N/A

**AUDIT PLAN**

TIME	AREA	ISO 9001 ELEMENT	ACTIVITIES	REMARKS
<b>Day II - 25 August 2020</b>				
	Production	6.3-6.4; 7.1-7.5; 8.2-8.56.2; 7.1, 7.5; 8.1 - 8.7; 9.1; 10.2, 10.3	Achievement of Targets, Production Planning, Process Control, Working Environment, Handlings of product, Non-conformity Management, Compliance to regulation or certification schemes (if any)	WW
	Engineering	8.1-8.3; 8.4; 9.1; 10.2	Achievement of Target, Planning Management of New or any modifications of Product, Process or Material	
	Warehouse (Incoming & Outgoing Logistics)	6.3-6.4; 7.5;5; 8.3-8.5	Achievement of Target, Inventory Management, Working Environment, Facility Management, Supporting (Packaging) Materials	IN
	Samplings		Samples Taking	N/A
	Lunch Break			
	Production (Continued)	6.3-6.4; 7.1-7.5; 8.2-8.56.2; 7.1, 7.5; 8.1 - 8.7; 9.1; 10.2, 10.3	Achievement of Targets, Production Planning, Process Control, Working Environment, Handlings of product, Non-conformity Management, Compliance to regulation or certification schemes (if any)	WW
	Technical/ Maintenance	6.3-6.4, 8.3 - 8.5	R&D Program (if any), Achievement of targets, Facility Management Program, Preventive, Breakdown & Repair Maintenance, Records of Maintenance.	IN
	Samplings		Samples Packaging	N/A
TIME	AREA	ISO 9001 ELEMENT	ACTIVITIES	REMARKS
<b>Day III - 26 August 2020</b>				
	Quality Assurance	6.2; 7.1,7.5, 8.1, 8.4, 8.6, 8.7; 9.1; 10.2, 10.3	Achievement of Targets, risk & opportunity approach, Quality Planning, Incoming, Inprocess & outgoing QC, Method & Results of product testing, Non Conforming & Rework Management, Testing Equipments Management, Compliance to SNI Standard and related regulation or Certification	WW
	Calibration	6.2; 7.1, 7.5; 10.2	Achievement of Targets, risk & opportunity approach, Calibration Management, Master List of Testing Equipments, Calibration/verification Schedule, Internal & External Calibration, Competency Personnels	
	Human Resources Development	6.2; 7.1 - 7.7; 10.2	Achievement of Target, Job Qualifications/ competency of personnels, Recruitments, Performance Evaluation, Management of training/competency improvement	IN
	Samplings		Samples Packaging	N/A
	Lunch Break			
	Meeting Room		Pending Matters	All Team
	Meeting Room		Report Writing	All Team
	Meeting Room		Closing Meeting	All Team

**NOTE:**

- Audit time is not specified since this is a virtual audit, and time is flexible considering different time zone and connection constraint (if any)
- Virtual meeting is suggested to be carried out between 15.00 - 18.00 WIB to accommodate defined working hours of both parties
- Audit can be conducted also through documented evaluation provided by the audittee
- Sampling of product to be tested in Indonesia will be carried out individually

**LEAD TEAM**


Indriati Nasution