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## Certificate Renewal, Transition

Interim report for:

# PT Molindo Raya Industrial

<b>LR reference:</b>	JKT6004111 / 818808
<b>Assessment dates:</b>	07-May-2018 - 09-May-2018
<b>Reporting date:</b>	09-August-2018
<b>Client address:</b>	Jl. Sumber Waras No.255, Lawang, Malang, East Java ,ID
<b>Assessment criteria:</b>	ISO 9001:2015
<b>Assessment team:</b>	Iqbal, Mochamad Hartono, Sugeng
<b>LR Client Facing Office:</b>	JKT Indonesia OU

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### This report was presented to and accepted by:

**Name:** Mrs. Erlies  
**Job title:** QA MAnger

## 01. Executive report

### Assessment outcome:

Based on the assessment outcome the Assessment Team recommends the ISO 9001:2015 certification of PT Molindo Raya Industrial for the agreed scope.

Based on sample taken during the audit there is no finding that lead to a major non conformities. The system can concluded in well maintain. Therefore the company were recommended to gain new upgrade certification of ISO 9001: 20015. The the same scope as previous i.e.:Manufacture of Ethanol.

The Assessment Team Leader confirms the contractual arrangements for ISO 9001:2015 are correct. This includes any changes required as a result of the outcome of the Stage 1 visit (including changes to the scope of assessment, duration of the Stage 2 visit, and duration of subsequent surveillance visits).

### Continual improvement:

Risk and opportunities were identified and used as continual improvement tool in the organisation Management system was established and maintained. Management has a commitment to make continual improvement for example make a re-organization in Bluescope Lysaght

Internal audit was conducted to monitor the effectiveness of Quality Management System. Management review was conducted to ensure the action plan has been implemented accordingly



### Areas for senior management attention:

NO significant area to be concern by management, however several note for improvement could be used as improvement input

## 02. Assessment findings

Where scheme requirement differs to the standard definition below, the scheme definition will take preference

### Major Nonconformity

The absence of, or the failure to implement and maintain, one or more management system elements, or a situation which would, on the basis of the available objective evidence, raise significant doubt of the management to achieve: The policy, objectives or public commitments of the organisation, compliance with the applicable regulatory requirements, conformance to applicable customer requirements, conformance with the audit criteria deliverables.

### Minor Nonconformity

A finding indicative of a weakness in the implemented and maintained system, which has not significantly impacted on the capability of the management system or put at risk the system deliverables, but needs to be addressed to assure the future capability of the system.

<b>Reference number</b>		<b>Assessment Criteria (Clause)</b>	
<b>Grade</b>		<b>Issue Date</b>	
<b>Status</b>		<b>Process / Aspect</b>	
<b>Location(s)</b>			
<b>Statement of Non Conformity</b>			
<b>Requirement</b>			
<b>Evidence</b>			
<b>Proposed correction, corrective action and timescales</b>			
<b>Correction</b>			
<b>Root Cause analysis</b>			
<b>Corrective action</b>			
<b>LR has reviewed and verified the implementation of actions taken.</b>	<b>Date of closure</b>		



### 03. Assessment summary

#### Visit generic objective:

This was a Certificate Renewal, Transition visit, conducted against objectives previously notified to the client. The objectives of the next visit, including any applicable visit specific objective (theme / focus), are confirmed in the audit plan attached to this report.

#### Client attendees at the opening and closing meeting:

Mrs. Erlies

Mrs. Kartika

Mr. Umar

Mr Hadi

Mr. Yudi

Mr. Indrayanto

All attended in the opening meeting at 09.00 am and closing at 16.30 pm

#### Visit specific objective:

This was a Certificate Renewal, Transition visit, conducted against objectives previously notified to the client. The objectives of the next visit, including any applicable visit specific objective (theme / focus), are confirmed in the audit plan attached to this report.

#### Introduction:

Summaries of observation during this surveillance visit were presented in this report. The assessment was held 7 - 9 May 2018 by Mochamad Iqbal (TL), Sugeng Hartono. The ISO-9001: 2015 requirements were used as a reference for this assessment. Opening meeting and closing meeting were attended by Managements, MR and related staff.

<b>Assessment of:</b> IT	<b>Auditee(s):</b> Mr. Edi S	<b>Assessor:</b> Hartono, Sugeng
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#### Audit trails and sources of evidence:

Quality Objective IT : Days of problem,  
In progress of SAP.  
Planning for go live on November 2018  
ITS/P-01 : Perawatan hardware/Software  
Jadwal Perawatan HW/SW  
Backup data procedure ITS/IK-03/01  
Laporan Status Back up Data  
Intalasi Program dan Perbaikan  
Penilaian Resiko Mutu dan Peluang  
Anti virus management

#### Evaluation and conclusions:

It had been well demonstrated, the organization had determined, provide and maintenance equipment (Server, PC, laptop); and Software; Including information and communication technology.  
Risk and Opportunity regarding IT had been identified.  
Quality objective had been established with relevant and monitored with consistence.  
Back up management had been established and implemented to avoid the lost of importance data.  
Anti virus management had been implemented to protect the reliability.  
Improvement : During audit the company was in progress of establishing SAP

#### Areas for attention:

None

<b>Assessment of:</b>	Quality Control	<b>Auditee(s):</b>	Ms. Kartika; Ms. Ana	<b>Assessor:</b>	Hartono, Sugeng
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#### Audit trails and sources of evidence:

Calibration : Gas Chromatography; Form Verifikasi;  
 Procedure, Work Instruction in Production  
 Procedure, Work Instruction in QC  
 Parameter Process and records in Production  
 Specification of product and material  
 Records of inspection, Material and product  
 Quality Objective and monitoring  
 Certificate of analysis : 1545/QC/COA/IV-18;;1564/QC/COA/IV-18  
 Specification : Prime Grade, Super Grade; Anhydrous Ethanol  
 Incoming inspection : Worksheet Briix Tetes.  
 No Complaint from customer regarding quality  
 Tabel Penilaian Mutu Resiko dan peluang

NC Procedure QCT/P-04  
 Finish Good Inspection QCT/P-03  
 Process Inspection QCT/P-02

#### Evaluation and conclusions:

Monitoring and Measurement of product had been done to ensure the product met specification. This has been carry out at appropriate stage as the confirmed quality plan.  
 Risk and opportunity had been well addressed. The action plan/control can well demonstrated.  
 Calibration had been well implemented.  
 Quality objective had been established with relevant and always measured.  
 There was no complaint received from customer and there were Non confirming product in production.

#### Areas for attention:

None



<b>Assessment of:</b>	General Affair and Security	<b>Auditee(s):</b>	Ms. Rahmadia; Mr. Cahyo Mr. Yudhi K Mr. Eko Suminto	<b>Assessor:</b>	Hartono, Sugeng
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#### Audit trails and sources of evidence:

Legal permit control  
Maintenance building and general facility  
Extra fooding  
Control of document external (legal)  
TDP  
TDG  
Jadwal Perawatan Bangunan  
Analisa Resiko dan Peluang  
  
Security :  
Patrol ; Laporan Patroli  
Mutasi Penjagaan 15 April 2018  
Buku Mutasi Penjagaan  
Schedule Jaga  
Risk and Opportunity : Project, Parking, Guest handling  
Issue : drug, May day.  
Guest handling  
Programm : jadwal kegiatan satpam 2018  
Guest book  
Lembar Penerimaan Tamu

#### Evaluation and conclusions:

Risk and opportunity had been well identified.  
Legal permit had been found under control.  
Maintenance building and general facility had been well implemented.

Security is reviewed. Generally well controlled. There are programs related to the analysis to the current security risks. Patrols have been done in accordance with the plan.  
Reception notes can be well indicated. The activity for the safety induction for guests is found already done.

#### Areas for attention:

#GA : Please consider to have more detail risk and opportunity regarding with legal permit.  
#Security : Please consider to have more detail risk and opportunity in activity keeping ID card of guest.





<b>Assessment of:</b>	Purchasing	<b>Auditee(s):</b>	Mr. Haris	<b>Assessor:</b>	Hartono, Sugeng
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### Audit trails and sources of evidence:

Procedure in Purchasing  
Evaluation and selection of supplier (Eg. Tulusindo Utama Traktor, Ladang Anugrah, PT; Gresik Cipta Sejahtera; Liku Telaga  
Supplier visit and records  
Quality Objective and monitoring (Days of purchasing, PR and PO Monitoring  
Order Pembelian number S22413  
Order Pembelian number S22419  
Order Pembelian number P01419  
Surat Perjanjian Pembiorongan Pekerja.  
Penilaian resiko mutu dan peluang

### Evaluation and conclusions:

Control of purchasing had been demonstrated by the organization.  
Process of evaluation, and selection had been well done by applying appropriate criteria.  
Quality objective had been defined, and measured. The objective was achieved.  
Risk and opportunity had been addressed.  
Some point need to be considered. Please see Areas for attention

### Areas for attention:

#Existing days of purchase 3-5 days, please consider to record the actual requirement time for incoming.

#Urgent purchase had been having a specific procedure, however, please consider to have definition of "urgent", how many days.

#One of Quality objective said "adding two suppliers" every months. And it was told that the quality objective had been 5 years. By interview it was confirmed that the quality objective was decided without risk/opportunity based thinking.

#Evaluation of raw material transporter basically had been established. Please consider having systemic record, so the activity can be more demonstarted.

<b>Assessment of:</b>	Sales and Adm. sales Incl. Delivery	<b>Auditee(s):</b>	Ms. Andreas; Ms. Nurul; Ms. Sundari; Mr. Riyanti; Mr. Mulyadi	<b>Assessor:</b>	Hartono, Sugeng
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### Audit trails and sources of evidence:

Receiving order;  
Complaint pelanggan  
Evaluation transporter for finished good  
Kepuasan pelanggan  
Sasaran mutu/Quality Objective  
Distribution :  
Realisasi Pengiriman  
Rencana Pengiriman  
Dokumen cukai  
Purchase Order : Jayamas Medica Industri; Gudang Garam (PO 04016/MAL/IV/18;  
Pemberitahuan Mutas Barang Kena Cukai  
Transporter Evaluation : Tenaga Baru; Hasta Surya Mandiri; Gondo Inti Persada  
Tidak ada complaint sejak last audit  
Kepuasan pelanggan 2017 (Ok)

### Evaluation and conclusions:

It was found that review to order had been done before offered to customer and committing to supply and it was concluded that the communication with customer had been included specific information and requirement determined relating product and service. The commitment, specific and adequate information required had been stated at PO/Contract or Order Confirmation.

The communication had included customer feedback and complaint. It was found there were no complaint received from Semester 2 2017 until this audit time.

Company had monitor customers' perceptions by doing survey. From the survey it was found a good perception of customer.

Risk assessment table demonstrated that risk for engineering operation had been addressed. However need to be improved.

Quality objective had been established with relevant and monitored with consistence.

Distribution activity had been reviewed and in day to day basis operation, by sampling, it is found in order.



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**Areas for attention:**

# Please consider to more detail analyse and control risk relating Permit of Hazardous good (B3) from government.

#### 04. Next visit details

<b>Standard(s) / Scheme(s)</b>	ISO 9001:2015	<b>Visit type</b>	Surveillance 1
<b>Audit days</b>	2.00	<b>Due date</b>	November, 2018
<b>Team</b>			
<b>Site</b>		<b>Audit days</b>	<b>Activity codes</b>
Jl. Sumber Waras No.255,Malang, East Java,ID		2.0 DAY	106802

## 05. Scope details

The following scope or scope changes have been reviewed and verified, and are agreed subject to Technical Review.

Scope Type		Scope Details
Product	Site	
ISO 9001:2015		Manufacture of ethanol