

## Audit Plan

Organization:	Salee Colour Public Co., Ltd. / Polymerit Asia Co., Ltd./ Composite Asia Co.,Ltd		
Address:	858 Moo 2, Soi 1C/1 Bangpu Industrial Estate, Bangpumai, Muang Samutprakarn, Samutprakarn 10280 Thailand		
Visit Number:	3 (Salee = 3 MD + Poly = 1 MD) 1R (Com = 3 MD) Total = 7 MD	Actual Visit Date:	
Visit Due by Date:	1 year	For auditor information only	
Lead Auditor:	A: TL		
Team Member(s):	B: TE	C: TM	
Additional Attendees and Roles	-		
Standard(s):	ISO9001: 2015		
Audit Language:	Thai / English		
Audit Scope:	<p><b>Salee Colour Public Co., Ltd.</b> Design and manufacture of colour and additive masterbatches, compound and dry colorants for thermoplastic.</p> <p><b>Polymerit Asia Co., Ltd.</b> Design and manufacture of mineral modified, colour and additive masterbatches and compound for thermoplastic</p> <p><b>Composite Asia Co.,Ltd</b> Design and manufacture of mineral modified, additive and black masterbatches for thermoplastic products.</p>		

*Audit Objectives: To determine conformity of the management system, or parts of it with audit criteria and its:*

- ability to ensure applicable statutory, regulatory and contractual requirements are met,
- effectiveness to ensure the client can reasonably expect to achieve specified objectives and to identify as applicable areas for potential improvement.

Date	Time	Auditor	Organizational and Functional Units/ Processes and Activities	Key Contact
Day 1	08:45	All	Arrive on site	-
	09:00	All	Opening Meeting	-
	09:15	All	Interview Top management: Leadership and Commitment, Organizational Context, Need and Expectation of Interested Parties, Quality objectives, Actions to Address Risks & Opportunities, Discussion for Changes in Organization (3 companies)	
	10:00	A	<b>Salee Colour Public Co., Ltd., Polymerit Asia Co., Ltd., Composite Asia Co.,Ltd</b> Sale and marketing / Contract review / Customer satisfaction / Customer complaint handling / Post-delivery activities ( 3 companies)	
	10:00	B	<b>Composite Asia Co.,Ltd</b> Design and development department	
	10:00	C	<b>Composite Asia Co.,Ltd</b> Store / Warehouse / Delivery including Property belonging to Customer & External Provider	
	12:00	All	Lunch	
	13:00	A	<b>Salee Colour Public Co., Ltd., Polymerit Asia Co., Ltd., Composite Asia Co.,Ltd</b> IT control (3 companies)	
	13:00	B	<b>Polymerit Asia Co., Ltd, Composite Asia Co.,Ltd</b> Production planning	
	13:00	C	<b>Composite Asia Co.,Ltd</b> Purchasing and external provider control	

Date	Time	Auditor	Organizational and Functional Units/ Processes and Activities	Key Contact
	16:00	All	Audit team review finding in private	-
	17:00	All	Brief finding of day 1	-
	18:00	All	End of Day 1	-
Day 2	08:45	All	Arrive on site	
	09:00	A	<b>Salee Colour Public Co., Ltd., Polymerit Asia Co., Ltd., Composite Asia Co.,Ltd</b> Human Resource (Recruitment & Training); including Competence and Awareness Organizational Knowledge ( 3 companies)	
	09:00	B	Production process <b>Polymerit Asia Co., Ltd.</b> Including Property belonging to Customer & External Provider Property, Post-Delivery, Environment of processes, Control of changes, Inspection & Product Release, N/C Control, Organization knowledge	
	12:00	All	Lunch	
	13:00	A	<b>Salee Colour Public Co., Ltd., Polymerit Asia Co., Ltd., Composite Asia Co.,Ltd</b> Documented information control (3 companies)	
	13:00	B	Production process <b>Composite Asia Co.,Ltd</b> Including Property belonging to Customer & External Provider Property, Post-Delivery, Environment of processes, Control of changes, Inspection & Product Release, N/C Control, Organization knowledge Continue	
	16:00	All	Audit team review finding in private	-
	17:00	All	Brief finding of day 2	-
	18:00	All	End of Day 2	-
Day 3	08:45	All	Arrive on site	
	09:00	A	Maintenance and Utility ( 3 companies)	
	09:00	B	<b>Polymerit Asia Co., Ltd., Composite Asia Co.,Ltd</b> Quality assurance and quality control (In-coming, In-process, Final inspection, Product release) / Control of Non-conforming products	
	12:00	All	Lunch	
	13:00	A	Internal and External Communication Internal audit / Corrective action / Management review / Continual improvement, Understanding the organization and it's context, understanding the needs and expectations of interested parties, Actions to address risk and opportunities, Change of internal & external issue, Certification claims and use of certification mark verification. (3 companies)	
	13:00	B	<b>Salee Colour Public Co., Ltd., Polymerit Asia Co., Ltd., Composite Asia Co.,Ltd</b> Calibration (3 companies)	
	16:00	All	SGS team review finding in private	-
	17:00	All	Closing meeting	-
	18:00	All	End of audit	-

**Remark:**

*If applicable, objectives, internal communication, analysis of data and continual improvement will be audited at all relevant functions.  
Please be informed that management representative should be available during audit period.*

**Notes to Client:**

- Times are approximate and will be confirmed at the opening meeting prior to commencement of the audit.

Job / Cert. n°:	TH/BKK/1936, 14077	Visit Type:	Surveillance, Recertification	Visit n°:	3, 1R
Document:	GS0307 Audit Plan	Issue n°:	6-2	Page n°:	2 of 3

- SGS auditors reserve the right to change or add to the elements listed before or during the audit depending on the results of on-site investigation.
- A private place for preparation, review and conferencing is requested for the auditor's use.
- Please provide a light working lunch on-site each audit day.
- Your contract with SGS is an integral part of this audit plan and details confidentiality arrangements, audit scope, information on follow up activities and any special reporting requirements.

\*\*\*\*\* Audit plan is submitted to client\*\*\*\*\*

<input type="checkbox"/>	At on-site audit date :		<input checked="" type="checkbox"/>	Via email date:	30/11/2019
<input type="checkbox"/>	Via facsimile date:		<input type="checkbox"/>	Via stage 1 report date:	

<input type="checkbox"/>	Not Required Skilled Auditor or Technical Expert	
<input checked="" type="checkbox"/>	Required Skilled Auditor or Technical Expert Please define specific code (s) and number required, e.g. <ul style="list-style-type: none"> <li>• NACE 15.52 – 2 TE, 1TE at Chonburi site and 1TE at Rayong site</li> <li>• ISO22000 - 2 TE, 1TE for Food Sector E3 and 1 TE for E5</li> </ul>	QM12.1/ NACE: 24.16, 24.30, 24.66– 1 TE @Team B