

Quality Circle International Limited

Cleaning and Sanitation

Internal Audit Report

Audit Dates: April 3, 2019 - April 23, 2019

Audit Report: Cleaning and Sanitation Internal Audit Company Limited	Audit: Report No. 93
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Audited Facility: Company Limited
 Address:
 Audit Team: Khamisha Williams
 Date Of Audit: April 3, 2019 - April 23, 2019
 Scope Of Audit: The Cleaning and Sanitation Process at The Pickapeppa
 Company Limited.
 Contact Person:

Summary of Non-Conformities and Opportunities for Improvement
 Identified in The Internal Audit Process

Process #	Process Names	Non Conformances	Opportunities for Improvements
	TOTAL	0	0

This is a scheduled semi-annual audit of the cleaning and sanitation process.

AUDIT BRIEF

Audit Ref	1554319770	Audit of:	Cleaning and Sanitation
Date Scheduled	April 3, 2019 - April 23, 2019	Locations	All Areas of the facility
Audit Team: Khamisha Williams	Process Owner(s):	Najorie Jennings-Dawkins- Production Manager	
Audit Team Leader: Khamisha Williams			
<p>Purpose:</p> <p>To determine if Cleaning and Sanitation is Conforming to accepted Criteria, to determine if the process is effective and if there may be any improvement opportunities.</p>			
<p>Background and Context:</p> <p>This is a scheduled audit in keeping with our mandate to audit our processes based on the potential risks they posed to the product.</p>			
<p>Scope:</p> <p>The Cleaning and Sanitation Process at The Pickapeppa Company Limited.</p>			
<p>Criteria:</p> <p>PRP- 1060. Cleaning Sanitizing and Environmental Monitoring. ISO 22002-1:2009 clause 11. 21 CFR 110.35. cGMP. Sanitary operations.</p>			
<p>Objectives:</p> <p>To identify Conformities, Effectiveness and Improvement Opportunities and report any non-conformities where they may exist.</p>			

Company Limited Audit Plan

Opening Meeting:

Who: Khamisha Williams, Najorie Jennings-Dawkins, Clayton Berry, Everton Powell

When: Tuesday, `May` `7`, 2019

Where: Boardroom

What to cover: TBD

The Audit

TBD

Closing Meeting:

Who: Khamisha Williams, Najorie Jennings-Dawkins, Clayton Berry, Dianna Tomlinson, Everton Powell

When: Friday, `May` `10`, 2019

Where: Boardroom

AUDIT SCHEDULE

Processes	Auditor	Auditee	Date/Time
Cleaning and Sanitation	Khamisha Williams	Everton Powell	May 7, 2019 10:00 AM - FMay 7, 2019 10:00 AM