

Caribbean Products Limited to Quality Circle International Limited

Service Management

Internal Audit Report

Audit Dates: April 20, 2018 - April 20, 2018

Audit Report: Service Management Internal Audit Caribbean Products Company Limited	Audit: Report No. 4
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Audited Facility: Caribbean Products Company Limited
 Address: 228 Spanish Town Road, Kingston 11
 Audit Team: auditor1, auditor2
 Date Of Audit: April 20, 2018 - April 20, 2018
 Scope Of Audit: This audit applies to the Food Safety Management System (FSMS) implemented at Caribbean Products Company Limited, manufacturers of edible Oils and Fats. It covers processes from the receipt of raw and packaging material to distribution of products from th
 Contact Person: Erecia Peart

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

Process #	Process Names	Non Conformances	Opportunities for Improvements
1	Engineering	8	
2	Food Defense	7	
3	Pest Control	2	
4	Refining, Bleaching, Deodorizing of Oils and Fats	5	
5	Waste Disposal	10	
	TOTAL	32	0

AUDIT BRIEF

Audit Ref	1524206901	Audit of:	Service Management
Date Scheduled	April 20, 2018 - April 20, 2018	Locations	Locations:
Audit Team: auditor1, auditor2	Process Owner(s):	processowner-processowner	
Audit Team Leader: leadauditor1			
<p>Purpose:</p> <p>To determine the effectiveness of the FSMS implemented at Caribbean Products Company Ltd. by determining conformity to FSSC 22000 and the company's internal requirements, the effectiveness of the program and any opportunities for improvements.</p>			
<p>Background and Context:</p> <p>Caribbean Products Company Limited, an Oils and Fats processing facility with local and export customers is seeking to enhance the safety of its products through the implementation of FSSC 22000:2013. This audit seeks to assess the conformity of the Food</p>			
<p>Scope:</p> <p>This audit applies to the Food Safety Management System (FSMS) implemented at Caribbean Products Company Limited, manufacturers of edible Oils and Fats. It covers processes from the receipt of raw and packaging material to distribution of products from th</p>			
<p>Criteria:</p> <p>ISO 22000:2005, ISO/TS22002-1:2009, FSSC Additional Requirements and Company procedures.</p>			
<p>Objectives:</p> <p>To assess the conformance of the Food Safety Management System (FSMS) implemented at Caribbean Products Company Limited to the requirements of FSSC 22000 and to identify any opportunities for improving the system.</p>			

Caribbean Products Company Limited Audit Plan

Opening Meeting:

Who: auditor1, auditor2, processowner

When: Friday, `April` `20`, 2018

Where: Training Room, Caribbean Products Company Limited

What to cover: The scope of the audit, the schedule for activities and the responsibilities of the auditors and auditees.

The Audit

Sequence of activities • Review of procedures and documents related to identified process and the requirements of FSSC 22000 which includes observation, checking and questioning. • See Audit Schedule • Summary of Findings

Closing Meeting:

Who: N/A

When: To be determined

Where: Training Room, Caribbean Products Company Limited

AUDIT SCHEDULE

Processes	Auditor	Auditee	Date/Time
Engineering	auditor2		March 30, 2018 12:55 PM - FApril 4, 2018 3:39 AM
Pest Control	auditor2		April 26, 2018 7:53 AM - FApril 26, 2018 5:25 PM
Refining, Bleaching, Deodorizing of Oils and Fats	auditor1		April 25, 2018 6:42 PM - FApril 27, 2018 2:22 PM
Waste Disposal	auditor2		April 25, 2018 2:22 PM - FApril 26, 2018 2:22 PM
Food Defense	auditor1		April 18, 2018 7:41 PM - FOctober 4, 2018 1:16 PM

CONFORMITY REPORTS – PEST CONTROL

Audit of: Pest Control	Auditor: auditor2	Audit Criteria: Not Applicable	Auditees:
Audit Evidence:			
wev			
Evaluation:			
wev			
Effectiveness:			

CONFORMITY REPORTS – PEST CONTROL

Audit of: Pest Control	Auditor: auditor2	Audit Criteria: TBD	Auditees:
Audit Evidence:			
Evaluation:			
Effectiveness:			

NONCONFORMITY REPORT

Incident Identification Number: 000000.00001		
Non-Conformity Report #: 1	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Pest Control	Audit Criteria: criteria1	
Statement of Nonconformity:		
123		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00002		
Non-Conformity Report #: 2	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Pest Control	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:		Signature:

CONFORMITY REPORTS – WASTE DISPOSAL

Audit of: Waste Disposal	Auditor: auditor2	Audit Criteria: criteria2	Auditees:
Audit Evidence: 456			
Evaluation: 456			
Effectiveness:			

CONFORMITY REPORTS – WASTE DISPOSAL

Audit of: Waste Disposal	Auditor: auditor2	Audit Criteria: ISO90000	Auditees:
Audit Evidence:			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – WASTE DISPOSAL

Audit of: Waste Disposal	Auditor: auditor2	Audit Criteria: TBD	Auditees:
Audit Evidence:			
Evaluation:			
Effectiveness:			

CONFORMITY REPORTS – WASTE DISPOSAL

Audit of: Waste Disposal	Auditor: auditor2	Audit Criteria: TBD	Auditees:
Audit Evidence:			
Evaluation:			
Effectiveness:			

NONCONFORMITY REPORT

Incident Identification Number: 000000.00003		
Non-Conformity Report #: 1	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: criteria1	
Statement of Nonconformity: Comments testing		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT

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Incident Identification Number: 000000.00004		
Non-Conformity Report #: 2	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: Not Applicable	
Statement of Nonconformity:		
Comments TTT		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00005		
Non-Conformity Report #: 3	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: criteria1	
Statement of Nonconformity:		
Comments testing		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00006		
Non-Conformity Report #: 4	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: Not Applicable	
Statement of Nonconformity:		
Comments TTT		

Responsible Party: processowner	
Auditor Signature:	Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00007		
Non-Conformity Report #: 5	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00008		
Non-Conformity Report #: 6	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00009		
Non-Conformity Report #: 7	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste	Audit Criteria: criteria2	

Disposal		
Statement of Nonconformity:		
789		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00010		
Non-Conformity Report #: 8	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: TBD	
Statement of Nonconformity:		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00011		
Non-Conformity Report #: 9	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: TBD	
Statement of Nonconformity:		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00012		
Non-Conformity Report #: 10	Auditor (s): auditor2	Date: April 26, 2018
Audit of : Waste Disposal	Audit Criteria: TBD	
Statement of Nonconformity:		
Responsible Party: processowner		
Auditor Signature:		Signature:

CONFORMITY REPORTS – REFINING, BLEACHING, DEODORIZING OF OILS AND FATS

Audit of: Refining, Bleaching, Deodorizing of Oils and Fats	Auditor: auditor1	Audit Criteria: criteria2	Auditees:
Audit Evidence:			
456			
Evaluation:			
456			
Effectiveness:			

CONFORMITY REPORTS – REFINING, BLEACHING, DEODORIZING OF OILS AND FATS

Audit of: Refining, Bleaching, Deodorizing of Oils and Fats	Auditor: auditor1	Audit Criteria: Not Applicable	Auditees:
Audit Evidence:			
erg			

Evaluation:
ergerg
Effectiveness:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00013		
Non-Conformity Report #: 1	Auditor (s): auditor1	Date: April 27, 2018
Audit of : Refining, Bleaching, Deodorizing of Oils and Fats	Audit Criteria: criteria1	
Statement of Nonconformity:		
123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00014		
Non-Conformity Report #: 2	Auditor (s): auditor1	Date: April 27, 2018
Audit of : Refining, Bleaching, Deodorizing of Oils and Fats	Audit Criteria: criteria1	
Statement of Nonconformity:		
123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
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Incident Identification Number: 000000.00015		
Non-Conformity Report #: 3	Auditor (s): auditor1	Date: April 27, 2018
Audit of : Refining, Bleaching, Deodorizing of Oils and Fats	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00016		
Non-Conformity Report #: 4	Auditor (s): auditor1	Date: April 27, 2018
Audit of : Refining, Bleaching, Deodorizing of Oils and Fats	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00017		
Non-Conformity Report #: 5	Auditor (s): auditor1	Date: April 27, 2018
Audit of : Refining, Bleaching, Deodorizing of Oils and Fats	Audit Criteria: criteria2	
Statement of Nonconformity: 789		

Responsible Party: processowner	
Auditor Signature:	Signature:

CONFORMITY REPORTS – ENGINEERING

Audit of: Engineering	Auditor: auditor2	Audit Criteria: criteria2	Auditees:
Audit Evidence:			
456			
Evaluation:			
456			
Effectiveness:			

NONCONFORMITY REPORT

Incident Identification Number: 000000.00018		
Non-Conformity Report #: 1	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: criteria1	
Statement of Nonconformity:		
Comments testing		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT

Incident Identification Number: 000000.00019		
Non-Conformity Report #: 2	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: Not Applicable	
Statement of Nonconformity:		

Comments TTT	
Responsible Party: processowner	
Auditor Signature:	Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00020		
Non-Conformity Report #: 3	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: criteria1	
Statement of Nonconformity:		
Comments testing		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00021		
Non-Conformity Report #: 4	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: Not Applicable	
Statement of Nonconformity:		
Comments TTT		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00022		

Non-Conformity Report #: 5	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: criteria1	
Statement of Nonconformity:		
123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00023		
Non-Conformity Report #: 6	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: criteria1	
Statement of Nonconformity:		
123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00024		
Non-Conformity Report #: 7	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: criteria2	
Statement of Nonconformity:		
789		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00025		
Non-Conformity Report #: 8	Auditor (s): auditor2	Date: April 4, 2018
Audit of : Engineering	Audit Criteria: criteria1	
Statement of Nonconformity:		
123		
Responsible Party: processowner		
Auditor Signature:		Signature:

CONFORMITY REPORTS – FOOD DEFENSE

Audit of: Food Defense	Auditor: auditor1	Audit Criteria: criteria2	Auditees:
Audit Evidence:			
456			
Evaluation:			
456			
Effectiveness:			

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00026		
Non-Conformity Report #: 1	Auditor (s): auditor1	Date: October 4, 2018
Audit of : Food Defense	Audit Criteria: criteria1	
Statement of Nonconformity:		
123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00027		
Non-Conformity Report #: 2	Auditor (s): auditor1	Date: October 4, 2018
Audit of : Food Defense	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00028		
Non-Conformity Report #: 3	Auditor (s): auditor1	Date: October 4, 2018
Audit of : Food Defense	Audit Criteria: criteria1	
Statement of Nonconformity: Comments testing		
Responsible Party: processowner		
Auditor Signature:		Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00029		
Non-Conformity Report #: 4	Auditor (s): auditor1	Date: October 4, 2018
Audit of : Food Defense	Audit Criteria: Not Applicable	
Statement of Nonconformity: Comments TTT		

Responsible Party: processowner	
Auditor Signature:	Signature:

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00030		
Non-Conformity Report #: 5	Auditor (s): auditor1	Date: October 4, 2018
Audit of : Food Defense	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00031		
Non-Conformity Report #: 6	Auditor (s): auditor1	Date: October 4, 2018
Audit of : Food Defense	Audit Criteria: criteria1	
Statement of Nonconformity: 123		
Responsible Party: processowner		
Auditor Signature:	Signature:	

NONCONFORMITY REPORT		
Incident Identification Number: 000000.00032		
Non-Conformity Report #: 7	Auditor (s): auditor1	Date: October 4, 2018
Audit of : Food Defense	Audit Criteria: criteria2	
Statement of Nonconformity:		

789

Responsible Party: processowner

Auditor Signature:

Signature: