The audit reference data sheet contains all information and agreements as input for certification and audits. It is possible to correct or add any information as a result of an audit. This reference data sheet is part of audit documentation.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Master Data of Organisation | | | | | |
| Name of Organisation | MAHINDRA MSTC RECYCLING PVT LTD Dummy | | | | |
| Name of corporate group  (in case of multi site organization only) |  | | | | |
| Street | 160/2A,2B,3A;3B;3C;3D1 Kunnam Village, Sungvachatram - Walajabad Road, Sriperumbudur Taluka. Kanchipuram District- 631 604 | | | | |
| Postcode / Town / Country | 631604 Kanchipuram / India | | | | |
| Contact | Mr. A. Zare | | | | |
| E-Mail | test@test.com | | | | |
| Phone | 123345 | | | | |
| System documentation:  (Revision / Issue) |  | | | | |
| Shift operation |  | | | | |
| Language | English | | | | |
| Peculiarities | None | | | | |
| Multi Site Organisation | | | | | |
| Selection of sites to be audited by sampling procedure | | | Yes | No | n.a. |
| An adequate listing of all sites in the scope(s) including all valid and relevant information in each case is part of the audit file | | | | Yes | n.a. |
| Audit profile ? | | | | | |
| Contract ID (ZE): | 2.5-10491/2021 | | | | |
| Standards under contract /  Audit type | : 2018    Transition audit | : 2015    Transition audit | | | |
|  | : 2015    Transition audit | :         Transition audit | | | |
| Surveillance mode |  | | | | |
| Audit team leader | Prashat N Vaishnav | | | | |
| E-Mail Audit team leader | prashant@yahoo.com | | | | |
| Audit team | Sushil Kumar Rai | Vishwanath Hattarage | | | |
|  | Anand Lele | SHANKAR TIKARE | | | |
|  | VADIRAJ DESHPANDE |  | | | |
| Technical expert | Anand Lele | SHANKAR TIKARE | | | |
| Trainee | VADIRAJ DESHPANDE |  | | | |
| Observer |  |  | | | |

|  |  |  |
| --- | --- | --- |
| Definition of unit for duration and time | | |
| Applied unit |  | One audit day covers 8 hours |

|  |  |  |
| --- | --- | --- |
| Details for Stage 1 | | |
| Stage 1 |  | |
| Duration Stage 1 (including document review) | :  :  :  : | 0,00 person-Days  0,00 person-Days  0,00 person-Days  0,00 person-Days  0,00 total |
| Date Stage 1 | - |

| Audit data for selected sites (exclusive of Stage 1) | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Audited Site(s) | Date | | Number of persons | Duration (person Days) | | | | |
| **ATTENTION!**  **Error in 'From/To'**  **Dates in ISO format:**  **'YYYY-MM-DD'**  **Date From <= Date To** | From | To | Duration total | --- | --- | --- | --- |
|  |  |  | 0 | 0,00 | 0,00 | 0,00 | 0,00 | 0,00 |
| Pre and post processing |  |  | 0 | 0,00 | 0,00 | 0,00 | 0,00 | 0,00 |
|  |  |  | 0 | 0,00 | 0,00 | 0,00 | 0,00 | 0,00 |
| Total number of audited sites: 1 | | |  | | | | | |

*Please click the “***Total***” button for calculation of the site table*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Audit aggregation | | | | |
| **First day** | **Final day** | **Duration Stage 1** | **Duration on site** | **Duration total** |
| 2024-05-13 | 2024-05-25 | Days | Days | Days |
| **List of sites:** | 1 | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Application of methods and tools in remote auditing | | | |
| Conducted as a remote audit | No | Partly | Total |
| Technologies used for the remote audit | MS Teams | Cisco WebEx | Zoom |
| Other on request of client:       **In this case, client takes over the responsibility for any required activity in information security.** | | |

|  |  |
| --- | --- |
| Details for  ISO 9001 : 2015 (ReCertification) | |
| Audit ID (ZA) | 2.5-10491/2021 |
| Certificate ID (TP) | 44 100 21393346 |
| Certificate valid until | 2024-10-15 |
| Planning relevant date (PRD) |  |
| Non-applicability of chapters |  |
| Lead auditor | Prashat N Vaishnav |
| E-Mail Lead auditor | prashant@yahoo.com |
| No. of sites (incl. HQ) | 1 |
| No. of considered persons |  |
| Industry / Sector(EA, TB,) | 17.10 |
| Scope | Recovery of Ferrous & Non-Ferrous Metals, Usable spare parts, Recyclable Waste from End of Life Vehicles. |
|  | Further information in annex |

|  |  |
| --- | --- |
| Details for  ISO 14001 : 2015 (ReCertification) | |
| Audit ID (ZA) | 2.5-10491/2021 |
| Certificate ID (TP) | 44 104 21393346 |
| Certificate valid until | 2024-10-15 |
| Planning relevant date (PRD) |  |
| Non-applicability of chapters |  |
| Lead auditor | Prashat N Vaishnav |
| E-Mail Lead auditor | prashant@yahoo.com |
| No. of sites (incl. HQ) | 1 |
| No. of considered persons |  |
| Industry / Sector(EA, TB, …) | 17.1 |
| Scope | Recovery of Ferrous & Non-Ferrous Metals, Usable spare parts, Recyclable Waste from End of Life Vehicles. |
|  | Further information in annex |

|  |  |
| --- | --- |
| Details for  ISO 45001 : 2018 (ReCertification) | |
| Audit ID (ZA) | 2.5-10491/2021 |
| Certificate ID (TP) | 44 126 21393346 |
| Certificate valid until | 2024-10-15 |
| Planning relevant date (PRD) |  |
| Non-applicability of chapters |  |
| Lead auditor | Prashat N Vaishnav |
| E-Mail Lead auditor | prashant@yahoo.com |
| No. of sites (incl. HQ) | 1 |
| No. of considered persons |  |
| Industry / Sector(EA, TB, …) | 17.1 |
| Scope | Recovery of Ferrous & Non-Ferrous Metals, Usable spare parts, Recyclable Waste from End of Life Vehicles. |
|  | Further information in annex |

|  |  |
| --- | --- |
| Details for       :       (     ) | |
| Audit ID (ZA) |  |
| Certificate ID (TP) |  |
| Certificate valid until |  |
| Planning relevant date (PRD) |  |
| Non-applicability of chapters |  |
| Lead auditor |  |
| E-Mail Lead auditor |  |
| No. of sites (incl. HQ) |  |
| No. of considered persons |  |
| Industry / Sector(EA, TB, …) |  |
| Scope |  |
|  | Further information in annex |

|  |  |
| --- | --- |
| Additional agreements, information, remarks to audit data | |
| None | |
| Further information in annex | |
| Editor | |
| Date | 2023-04-18 |
| Person in charge | Prashat N Vaishnav |

