

Stage 1 Audit Objectives

- a) review the client's management system documented information;
- b) evaluate the client's site-specific conditions and to undertake discussions with the client's personnel to determine the preparedness for stage 2;
- c) review the client's status and understanding regarding requirements of the standard, in particular with respect to the identification of key performance or significant aspects, processes, objectives and operation of the management system;
- d) obtain necessary information regarding the scope of the management system, including:
 - the client's site(s);
 - processes and equipment used;
 - levels of controls established (particularly in case of multisite clients);
 - applicable statutory and regulatory requirements;
- e) review the allocation of resources for stage 2 and agree the details of stage 2 with the client;
- f) provide a focus for planning stage 2 by gaining a sufficient understanding of the client's management system and site operations in the context of the management system standard or other normative document;
- g) evaluate if the internal audits and management reviews are being planned and performed, and that the level of implementation of the management system substantiates that the client is ready for stage 2.

For ISO 22000:2018:-

The objectives of stage 1 are to provide a focus for the planning of stage 2 of the initial audit by gaining an understanding of the organization's FSMS and the organization's state of preparedness for stage 2 by reviewing the extent to which:

- a) the organization has identified PRPs that are appropriate to the business (e.g. regulatory, statutory, customer and certification scheme requirements)
- b) the FSMS includes adequate processes and methods for the identification and assessment of the organization's food safety hazards, and subsequent selection and categorization of control measures (combinations);
- c) the FSMS includes adequate processes and methods for the identification and implementation of relevant food safety legislation;
- d) the FSMS is designed to achieve the organization's food safety policy;
- e) the FSMS implementation programme justifies proceeding to stage 2;
- f) the validation of control measures, verification of activities and improvement programmes conform to the requirements of the FSMS standard
- g) the FSMS documents and arrangements are in place to communicate effectively and with relevant suppliers, customers and other interested parties;
- h) there is any additional documentation which needs to be reviewed and/or information which needs to be obtained in advance.

Stage 2 Audit Objectives

- a) information and evidence about conformity to all requirements of the applicable management system standard or other normative documents;
- b) performance monitoring, measuring, reporting and reviewing against key performance objectives and targets (consistent with the expectations in the applicable management system standard or other normative document);
- c) the client's management system ability and its performance regarding meeting of applicable statutory, regulatory and contractual requirements;
- d) operational control of the client's processes;
- e) internal auditing and management review;



STAGE 2 AUDIT PLAN

QMS-P02-F06

Ocean Express Reefer For Container Maintenance

f) management responsibility for the client's policies.

Organization Details

Organization Name:	Ocean Express Reefer For Container Maintenance
Address:	38 B Sultan - Hussein Street - Fourth Floor - Attarin - Alexandria - Egypt
Contact Person:	Eng. Ashraf Abdelhalim
Email:	quality.control@oceanexpressag.com
Scope:	Repair and Maintenance of Ships, Boats and Vessels of Containers of all Types.
Standard(s):	ISO 9001, ISO 14001, ISO 45001
EA Code:	35
Audit Mode:	Onsite

Audit Team

Lead Auditor:	Adel Belal (AB)
Technical Expert:	
Team Member:	Mohamed Fouad (MF)
Team Member:	Islam Hussien (IH)

Audit Dates

Audit From:	22/12/2024
Audit To:	24/12/2024

STAGE 2 AUDIT PLAN DETAILS

Date	From	To	Activity (Department)	Auditor	Auditee	Comment
22/12/2024	09:00	09:30	Opening Meeting	all	Top management	NA
22/12/2024	09:30	12:00	QHSE	all	QHSE manager	Top management, Auditors , inspectors , workers representative
22/12/2024	12:00	12:30	Break	all	NA	NA



STAGE 2 AUDIT PLAN

QMS-P02-F06

Ocean Express Reefer For Container Maintenance

Date	From	To	Activity (Department)	Auditor	Auditee	Comment
22/12/2024	12:30	14:00	QHSE	all	management	Top management, Auditors , inspectors , workers
22/12/2024	14:00	17:00	HR	all	management	responsibles
22/12/2024	17:00	17:15	auditors meeting	all	NA	NA
22/12/2024	17:15	17:30	washup meeting	All	management	NA
23/12/2024	09:00	09:15	RCap	all	management	NA
23/12/2024	09:15	12:00	Operation	all	management	responsibles
23/12/2024	12:00	12:30	Break	All	NA	NA
23/12/2024	12:30	15:30	Operation	all	management	responsibles
23/12/2024	15:30	17:00	Purchasing	all	management	responsibles
23/12/2024	17:00	17:15	auditors meeting	all	NA	NA
23/12/2024	17:15	17:30	washup meeting	all	management	NA
24/12/2024	09:00	09:15	Recap	all	management	NA
24/12/2024	09:15	12:00	Maintenance	all	management	responsible
24/12/2024	12:00	12:30	Break	all	NA	NA
24/12/2024	12:30	15:00	Maintenance	all	management	responsible
24/12/2024	15:00	17:00	Storage	all	management	responsible
24/12/2024	17:00	17:30	auditors meeting	all	management	responsible
24/12/2024	17:30	18:00	washup meeting	All	management	responsible
24/12/2024	18:00	18:15	Closing meeting	all	Top management	management

Approval

Lead Auditor:

Client Representative:

Date:

Date: