



# **Audit Report**

**For**

**Ocean Express Reefer For Container Maintenance**

**1st Stage**

*Audit Dates: 23/10/2024 to 24/10/2024*

## Organization Details

<b>Company:</b>	Ocean Express Reefer For Container Maintenance
<b>Address:</b>	38 B Sultan - Hussein Street - Fourth Floor - Attarin - Alexandria - Egypt
<b>Contact Person:</b>	Eng. Ashraf Abdelhalim
<b>Email:</b>	quality.control@oceanexpressag.com
<b>Audit Criteria:</b>	ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018
<b>EA Code:</b>	35
<b>Scope:</b>	Repair and Maintenance of Ships, Boats and Vessels of Containers of all Types.
<b>No. of Sites:</b>	1

## Sites

Site Name	Location
same	same

### 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.

## Auditors

Auditor Name	Role
Adel Belal (AB)	Team leader

## Auditee Members

Auditee Name	Position
Eng. Ashraf Abdel Halim	QHSE manger
Mr. Islam Abdel Salam	QHSE specialist

## No. of Man-Days

2.0

## Audit Findings

Clause No.	Requirement\\Departement	Evidence	Result
4.3	QHSE	The scope is well documented in the QHSE-M dated 1-9-2024 the scope is defined to be Repair and maintenance of Ships, Boats and Vessels of containers of all types. There is only 8.3 clause is excluded, since all operation conducted according to manufacture manuals.	OK
4.4	QHSE	The organization has defined all processes needed for providing the scope services The master list of documented information QSEF-01-04 dated 1-9-2024 has defined all processes in documented procedures.	OK
5.2	QHSE	The organization has defined IMS policy to comply with the requirements of ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018. The policy document is QHSE-F-01-01-E is the English version and QHSE-F-01-01-A for Arabic version to ensure communication of the policy	OK

Clause No.	Requirement\\Departement	Evidence	Result
5.4	QHSE	The organization has defined the workers' representative as a mechanism of workers communication. Also the organization has defined the procedure QSEP-16 dated 1-9-2024 for the communication and participation	OK
6.1.1	QHSE	the organization has defined procedure for the determined the business risk assessment QSEP-23 dated 1-9-2024 , the procedure define the opportunity and threat evaluation	OK
6.1.2	QHSE	The organization has determined procedure QSEP-12 to defined the hazard identification dated 1-9-2024 and Environmental aspect determination QSEP-13, the significant aspect determined to be 15 and more.	OK
6.1.3	QHSE	The organization has determined a procedure QSEP-14 dated 1-9-2024 to determine the applied acts of applicable laws such as law 12/2003 and law 4/94. The procedure shows that the organization has subscription in the official journal and El Waqaa El Masria to update the legal and other requirements , plus the company has a legal department to help define the updates in legal and other requirements.	OK
6.2	QHSE	The organization has defined a procedure QSEP-15 dated 1-9-2024. The organization has defined an objective is each department such as the decrease the repair time by 10% over 2023 operation, the achievement program has been reviewed for the implantation. Also HR objective to decrease the turnover percentage by 5% over 2023, the achievement program has been reviewed to comply with the requirements of the IMS clause 6.2.2	OK
6.3	QHSE	The organization doesn't define special procedure to handle the management of change, but the company use the business risk procedure to define issues and interested party and their requirements that are related to the change.	OK

Clause No.	Requirement\\Departement	Evidence	Result
7.4	QHSE	the organization has defined a procedure QSEP-16 dated 1-9-2024 for communication and participation.	OK
7.5	QHSE	The organization defined the procedure QSEP-01 dated 1-9-2024. The procedure defines how the organization establish, modify, cancel and control of extremal origin documents	OK
8.2	QHSE	The organization has defined procedure QSEP-18 dated 1-9-2024, which defined the health and safety emergency and Environmental emergency plans, the organization has conducted a drill for testing its procedure and different scenarios. The drill dated 14/10/2024 for fire in the workshop, and remove of waste due to the fire.	OK
8.3	QHSE	the organization has defined that 8.3 is excluded from the IMS due to use of standard manufacture manuals to repair and maintain its scope of work	OK
8.7	QHSE	The organization has defined the procedure QSEP-03 dated 1-9-2024 to handle any non-conformity services	OK
9.1.2	QHSE	The organization has defined procedure QSEP-20 dated 1-9-2024 for evaluation of compliance, the organization has completed the HSE measurement using 3rd part which is registered according to law 9/2009, the report shows the compliance with law 12/2003 and 4/94	OK
9.2	QHSE	The organization has defined procedure QSEP-02 dated 1-9-2024 internal audit procedure, also the procedure includes the audit program QSEF-02-01 dated 1-9-2024, the program shows the unplanned audit to ensure the IMS effectiveness, and the planned audit for 2025. The company has considered the importance of area to be audited. Last IA report 20-10-2024. There is no defined NCRs but many AFIs have defined.	OK
9.3	QHSE	The organization has conducted the management review for year 2024 dated 21-10-2024	OK

Clause No.	Requirement\\Department	Evidence	Result
10.2	QHSE	The organization has defined a procedure for incident investigation QSEP-21 dated 1-9-2024 there is no accident defined within the last period. Also, the company has defined procedure QSEP-03 dated 1-9-2024, for corrective action. There is no corrective action defined for the last period.	OK
Use of Logo	QHSE	There is no implementation for the use of logo since the company is under the 1 stage audit.	OK

### Strength Point

- System is well documented

### Area for Improvement

to enhance the procedures

### Observation

NA

### Minor NCR

NA

### Major NCR

NA

## Team Leader Recommendations

The organization is recommended to proceed to 2nd stage of the IMS ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018

## Disclaimer Statement

The judgment of the management system is **based on the sample shown during the audit time.**

**Lead Auditor Name:**

Adel Belal (AB)

Signature