



Audit Report

For

El Dabaa Expedition Integrated Facility Management (S.A.E.)

1st Stage

Audit Dates: 01/02/2026 to 02/02/2026

Organization Details

Company:	El Dabaa Expedition Integrated Facility Management (S.A.E.)
Address:	Awlad Alawani – Building Thami Khairy - El Dabaa City and District – Matrouh Governorate, Egypt.
Contact Person:	Eng. Muhammad Said - Eng. Ahmed Makboul
Email:	ahmed.makboul@eden-fm.com
Audit Criteria:	ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018
EA Code:	30, E
Scope:	Provision of catering services including menu planning, sourcing of raw materials, food preparation, cooking, and service at customer locations.
No. of Sites:	3

Sites

Site Name	Location
same	same
same	same

Audit Objectives

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 internally and with relevant suppliers, customers and interested parties;

h) there is any additional documentation which needs to be reviewed and/or information which needs to be obtained in advance.

The objectives of stage 1 (ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 are to:

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 member
Mohamed Fouad (MF)	Team Leader

Auditee Members

Auditee Name	Position
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Eng. Abdel Aziaz	Compliance head
Eng. Ahmed Moqabel	QHSE manager
Mr. Shehab Magdy	HR specialist
Dr. Ahmed Zaki	Senior Food Safety
Dr. Ahmed El Abiari	food Safety training

No. of Man-Days

2.5

Audit Findings

Clause No.	Requirement\Departement	Evidence	Result
4.3	QHSE & FS	<p>The scope has been verified to be documented within the organization manual for IMS to be :</p> <p>Provision of catering services including menu planning, sourcing of raw materials, food preparation, cooking, and service at customer locations.</p> <p>within the address provided in the company application as well as the clause 8.3 for ISO 9001:2015 has been excluded, since the company provided meal as per client requirements include the ingredients as determined by the client.</p>	OK
4.4	QHSE & FS	<p>The company has provided the organization flow chart include all defined processes (departments) that need to provide the services of the certification scope.</p> <p>The processes such as operation (Kitchen) , QHSE & FS, Warehouse, Purchasing, and HR.</p> <p>The organization chart also shows the interaction between defined processes.</p>	OK
5.2	QHSE & FS	<p>The IMS policy has been defined to cover the ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 22000:2018.</p> <p>The policy provides all required commitment determined by the standards , however , the address of internal and external communication is not clearly defined within the policy document.</p>	OBS

Clause No.	Requirement\Department	Evidence	Result
6.1	QHSE & FS	<p>The company has defined a procedure EDEX-QA-OP-07 to define the business risk assessment using determined internal issues, external issues affecting the IMS, the determined interested parties and their requirements as well as the scope of activities. The risk assessment methodology conducted using the heat up map matrix 5x5. Sample of the risk register is F-DKOF-002</p> <p>The environmental aspects also defined using same procedure and the list of significant aspects also determined, the significant aspect defined from the matrix to be 15. The define aspect register is EDEX-HSE-OP-10-F03</p> <p>Also, the procedure EDEX-HSE-OP-03 has defined to H&S hazard identification and evaluation. The procedure uses the heat up map matrix for evaluation using the common color code, green, yellow and red for low risks, medium risks and high risk respectively. The hazard identification and risk assessment register EDEX-HSE-OP-03-F02 has been observed to be consistent with the standard requirements and defined policy.</p>	OK
6.2	QHSE & FS	<p>The company has defined a procedure to establish and planning for IMS objectives. Observed objectives such as</p> <p>Operation: expanding by add three new clients within next 12 months</p> <p>Procurements: change to 50% compostable packaging.</p>	OK
6.1.3	QHSE & FS	<p>The organization has defined applicable legal requirements such as 14/2025 and law 4/94.</p> <p>Also, the legal & other requirements procedure has included list register for applicable acts of the determined laws EDEX-HSE-OP-04-01.</p> <p>However, the list still contains some acts form old labor law 12/2003</p>	OBS

Clause No.	Requirement\\Departement	Evidence	Result
5.4	QHSE &FS	<p>the company doesn't have workers' representative during the 1st stage audit , the company uses the direct communication with workers in case of communicating for consultation and participation for H&S matters.</p> <p>The company has defined health and safety committee with formation decree dated 1/8/2025, evidence of training for the members of the committee , certificate # 97784 , dated 21/9/2025 to 25/9/2025</p>	OK
7.5	QHSE & FS	<p>The company has defined a documented information control procedure to control the creation, modify and delete any documented information</p>	OK

Clause No.	Requirement\Department	Evidence	Result
8.2	QHSE & FS	<p>The company has defined the procedure EDEX-FS-OP-02 for HACCP , the procedure defined all requirements for food safety control include the PRPs, example of this reequipments as recommended within ISO 22002-100:2025 and ISO 22002-2:2025 the decertation certificate from the food preparation manufacture that all equipment is made of 304 and 316 steel grade.. Also the procedure define the need for supplier selection and evaluation of raw material and packaging material when contact food. Also include the control on operating areas such as pest control, and warehouse control , transportation trucks, personal hygiene, cleaning and required validation and verification.</p> <p>For ISO 14001:2015 and ISO 45001:2018 the company has defined an emergency procedure, The civil defense plan has been approved by the area civil defense dated 1/9/2025.</p> <p>The evacuation drill has been observed as a test for the emergency procedure dated 22/10/2025. The Environmental drill observed that it is not clearly documented as well as the plan. the drill dated 21/12/2025 for spill of dangers chemicals.</p>	OBS
8.4	QHSE & FS	<p>the company has defined food safety emergency preparedness to encounter for any intention cases such as flood, electricity cut off.</p> <p>The scenario observed for Internal Drainage Failure dated 21 / 12 / 2025 and found effective.</p>	OK

Clause No.	Requirement\Departement	Evidence	Result
8.5.4	QHSE & FS	The organization has defined the HACCP procedure EDEX-FS-OP-02, the company has defined three HACCP plans for Hot meals, cold meals and fresh foods. The HACCP plans have been reviewed to be effective, and the verification and validation of the HACCP team also observed to be adequate and has validated of the three plans in well manner. Also, the HACCP team is observed to include member from every department on the company such as maintenance, HR, purchasing, WH. The company has 9 Veterinarians to ensure good control over the food safety process.	OK
8.7	QHSE & FS	The company has defined a procedure for the control of non-conformity output which is more control be clause 8.9 for ISO 22000:2018, during the audit no non-conformity output found.	OK
8.9	QHSE & FS	The company has established a procedure to control the non-conformity include handling of potentially unsafe food and with draw procedure. The test of withdraw procedure has been observed, the case was Roasted Chicken with Vermicelli Rice – Lunch hot meal dated 15 / 12 / 2025 The procedure found effective during the implementation.	OK
9.1.2	QHSE & FS	The company has established a procedure to ensure the evaluation of its compliance obligation , the evaluation of compliance has been observed through the company, by review the delivery of safety PPE , awareness about the hazards and by measuring report for HSE aspects , the report dated 15/9/2025, the measuring report doesn't clearly document the calibration certificate of used instruments by 3rd party	OK

Clause No.	Requirement\Departement	Evidence	Result
9.2	QHSE & FS	<p>the company has defined an internal audit procedure has establish for the IMS. The audit program for 2026 has been observed.</p> <p>The internal audit conducted in 22 & 23 / 12 / 2025. and there were 20 NCR and 28 observation related to the IMS.</p>	OK
9.3	QHSE & FS	<p>The company gas establish MR procedure for the IMS , last management review conducted in 25/12/2025. The management review agenda shows that addressing all the inputs required by the ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 22000:2018. The output of the MR has been communicated with workers during a meeting.</p> <p>The decisions related to improvement and adequacy of resources as well as the approval for the 2026 objectives as well as the corrective actions were observed to be effective.</p>	OK
10.1,10.2	QHSE & FS	<p>The organization has established corrective action procedure for QHSE and FS. The procedure implement the requirements as per audit criteria. The corrective action raised for 20 NCR , have been checked through sample , the sample found implementation of root cause analysis , correction and corrective action.</p>	OK

Strength Point

- The management system is well documented.
- The QHSE & FS team is highly competent

Area for Improvement

- enhance the environmental plan documentation with the IMS procedure.

Observation

- The address of internal and external issues communication is not clearly addressed within the IMS policy document.
- The defined significant aspects are not clearly documented within the IMS.
- The list of applicable legal and other requirements EDEX-HSE-OP-04-01 contains the applicable acts from law 14/2025 and 4/94 , however, still some acts related to 12/2003 within the risk , the company need to investigate the needs for these acts since the executive decree of the law 14/2025 is not released yet.
- The environmental drill wasn't clearly documented within the emergency preparedness.
- The measuring report for HSE compliance doesn't clearly document the calibration of used instrument during the measurements.

Minor NCR

NA

Major NCR

NA

Team Leader Recommendations

The company has shown enough evidence for implementing effective documentation management system comply with ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 22000:2018, the company is recommended for second stage audit.

Disclaimer Statement

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

Lead Auditor Name:
Mohamed Fouad (MF)

Signature