

<b>MANAGEMENT SYSTEMS CERTIFICATION</b>			<b>FORM</b>
<b>TITLE: Audit Report for Stage-I Audit</b>			
<b>DOC: MSC-F6.2-01</b>	<b>ISSUE: 07</b>	<b>DATE: March 2021</b>	<b>PAGE: 1 of 2</b>
<b>Prepared By: MSCD</b>		<b>Approved By: DDG(MSCD)</b>	

**AUDIT REPORT FOR STAGE I AUDIT**

**Part-A General**

1. Auditor's Name and Designation : Vishnu Gupta, External Auditor.  
Date(s) of the Audit : 13/07/2024
3. Application/ License No. : NR/FSMS/A-APP2024066570 IS/ISO : 22000:2018
4. Name & Address of the organization : The Ludhiana District Cooperative Milk Producers Union Ltd.,  
Verka Ludhiana Dairy, Ferozpur Road, Ludhiana, Punjab-141004
5. Sites Covered : Same as given at Sr No. 4

**Part-B Review of client's Management System Documentation**

1. Product/Service Description: Manufacturing and supply pasteurized liquid milk and milk products
2. Technical Area: Milk and Milk Products
3. CPA Code: 10.51; Product Category: C1
4. QMS Manual/Apex Doc: i) Title: Food Safety Management System manual (Doc. No. VLD/FSMS/M/01)  
ii) Date of issue 30/09/2020  
iii) Number of amendments (if any) :NIL
5. Procedures and other major related Documents: Attach list of mandatory procedures /Other procedures and records [Annexure -I]

**PART-C OTHER INFORMATION RELATED TO SITE**

1. Understanding of the requirements of the standard
  - a) Identification of key performance/ Significant aspects Yes
  - b) Identification of processes Yes
  - c) Identification of objectives Yes
2. Confirmation of the information provided in the application: Verified
3. Scope of the management system : Please see Annexure -II  
(Please attach declaration from Applicant)
4. Single site/Multiple site/Locations with remarks : Please see Annexure -III  
(Please attach declaration from applicant)
5. Time allocation for second stage audit : Please see Annexure- IV  
(Use Time scale estimation module)
6. Legal and statutory requirements : Please see Annexure - V  
(Please attach declaration from applicant)

NOTES: 1) Refer to MSC-G6.2-04 Guideline for Stage-1 and Stage-2 audit

2) Refer to MSC-G6.2-01 for QMS, G6.2-05, G6.2-06, G6.2-07, G6.2-08, G6.2-09, G6.2-10 to G6.2-15 Guidelines for time scale estimation for respective schemes or G6.2-02 for Integrated or Combined audits as relevant

**Part-D Implementation of System**

1. Last Internal audit : Any non-conformity raised during (1) : Yes/No.  
Any NC still pending : — Yes/ No
2. Last Management Review undertaken on : 27/06/2024
3. For audit of Integrated Management Systems, level of integration\*: Nil/ Partly/ Complete  
\*level of integration is explained in MSC-G6.2-02 Not Applicable
4. Any issues of concern : Yes/No. If Yes, Please see Annexure -VI\*

\* Note : Attach sheet, if required

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**Part-E Recommendations and/or Observation/Comm**

1. Recommendations regarding documentation adequacy: Adequate / ~~Not Adequate~~
2. Recommendations regarding implementation : Ready for Stage-2 Audit or ~~Not Ready~~  
(Give reasons if not ready)

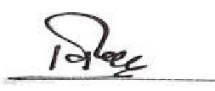
Keeping in view of the assurance given by the firm, the organization is ready for Stage -2 audit after completing action on the issue of concern (observation) as submitted during the audit. (Annexure VI)

3. Total Time recommended for Stage -II audit : [07] mandays. Draft Schedule and Draft Audit matrix are placed as Annexure VII & VIII

*NOTE: Wherever Technical Expert services are utilized along with auditor, expert mandays shall not be part of the audit time. The assessment fee shall be charged only for the audit mandays excluding Technical Expert mandays.*

4. Whether operations are carried out in shifts : Yes/~~No~~.
5. If yes, whether audit is required to be carried out : Yes/~~No~~  
in other shifts other than general shift:
6. If No, give reasons: Not Application
7. Recommendations for further action :

*Keeping in view of the assurance given by the firm, the Stage -2 audit may be planned after completing the action on the issue of concern (observations) as submitted during the audit (Annexure VI).*

Signature of Auditor:   
Name: VISHNU GUPTA  
Date :13/07/2024

**For office Use :**

Regional office :

**PART F - MSCO Review:**

1. Time required for Stage -II audit [Justification] :  
[Use time calculation sheet]
2. Technical area and number Auditors-experts required:
3. Proposal for Team formation : Attached / Not attached
4. Recommendations

Signature of MSCO ( ):  
Name:  
Date:

DDG( )

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**LIST OF PROCEDURE**

Annexure - 1

Document No.	VLD/D/C/F/02
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SL. NO.	NAME OF PROCEDURE	PROCEDURE NO.
1.	DOCUMENT CONTROL PROCEDURE	VLD/PRO/P/01
2.	RECORD CONTROL PROCEDURE	VLD/PRO/P/02
3.	INTERNAL AUDIT CUM VERIFICATION	VLD/PRO/P/03
4.	MANAGEMENT REVIEW MEETING	VLD/PRO/P/04
5.	NON-CONFORMITY CONTROL	VLD/PRO/P/05
6.	CORRECTION AND CORRECTIVE ACTION	VLD/PRO/P/06
7.	OUTSOURCED ACTIVITY CONTROL	VLD/PRO/P/07
8.	FSMS VERIFICATION	VLD/PRO/P/08
9.	EXTERNAL COMMUNICATION	VLD/PRO/P/09
10.	INTERNAL COMMUNICATION	VLD/PRO/P/10
11.	EMERGENCY PREPAREDNESS & RESPONSE	VLD/PRO/P/11
12.	CUSTOMER COMPLAINT AND TRACEABILITY	VLD/PRO/P/12
13.	RECALL PROCEDURE	VLD/PRO/P/13
14.	CONTEXT OF ORGANIZATION	VLD/PRO/P/14
15.	RISK ASSESSMENT PLAN	VLD/PRO/P/15
16.	PLANNING CHANGE CONTROL	VLD/PRO/P/16
17.	FOOD SAFETY CULTURE	VLD/PRO/P/17
18.	NEW PRODUCT DEVELOPMENT	VLD/PRO/P/18

**Verka**Ludhiana Dairy  
Form**MASTER LIST OF FORMS AND RECORDS**

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Annexure-1.

SL. NO.	NAME OF FORM/RECORD	FORM/ RECORD NO.	VERSION	DATE OF ISSUE	RETENTION PERIOD	CUSTODIAN
<b>SSOP</b>						
1.	FOOD SAFETY TEAM DEFINITION	VLD/FST/01	2:00	30/09/2020	MIN 3 YEARS	FSTL
2.	WATER TANK CLEANING SCHEDULE CUM RECORD	VLD/WQ/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Engg.
3.	DAILY PERSONAL HYGIENE CHECKLIST	VLD/PH/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Prod./HR
4.	VISITOR HEALTH STATUS DECLARATION	VLD/PH/F/02	2:00	30/09/2020	MIN 3 YEARS	Manager HR
5.	CLEANING SCHEDULE	VLD/DCL/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Prod.
6.	CLEANING CHECKLIST	VLD/DCL/F/02	2:00	30/09/2020	MIN 3 YEARS	Manager Prod.
7.	TOILETS CLEANING CHECKLIST	VLD/DCL/F/03	2:00	30/09/2020	MIN 3 YEARS	Manager HR
8.	BREAKDOWN REGISTER	VLD/MCN/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Engg.
9.	LIST OF CRITICAL SPARE PARTS	VLD/MCN/F/02	2:00	30/09/2020	MIN 3 YEARS	Manager Engg.
10.	LIST OF TEMPORARY MAINTENANCE	VLD/MCN/F/03	2:00	30/09/2020	MIN 3 YEARS	Manager Engg.
11.	LIST OF CHEMICALS -USAGE & CONCENTRATION	VLD/CC/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Prod.
12.	RAT BAIT CONTROL RECORD	VLD/PC/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Q.A.
13.	PEST CONTROL TREATMENT RECORD	VLD/PC/F/02	2:00	30/09/2020	MIN 3 YEARS	Manager Q.A.
14.	PEST CONTROL SPRAYING RECORD	VLD/PC/F/03	2:00	30/09/2020	MIN 3 YEARS	Manager Q.A.
15.	UV LIGHT / MONITORING & CHANGE RECORD	VLD/PC/F/04	2:00	30/09/2020	MIN 3 YEARS	Manager Engg.
16.	PEST CONTROL RISK ASSESSMENT	VLD/PC/F/05	2:00	30/09/2020	MIN 3 YEARS	Manager Q.A.
<b>SYSTEM REQUIREMENT</b>						
17.	MASTER LIST OF DOCUMENTS	VLD/DC/F/01	2:00	30/09/2020	MIN 3 YEARS	FSTL
18.	MASTER LIST OF FORMS & RECORD	VLD/DC/F/02	2:00	30/09/2020	MIN 3 YEARS	FSTL
19.	MASTER LIST OF EXTERNAL ORIGIN DOCUMENTS	VLD/DC/F/03	2:00	30/09/2020	MIN 3 YEARS	FSTL
20.	CHANGE REQUEST	VLD/DC/F/04	2:00	30/09/2020	MIN 3 YEARS	FSTL
21.	AMENDMENT LIST	VLD/DC/F/05	2:00	30/09/2020	MIN 3 YEARS	FSTL

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22.	RECORD DESTRUCTION LOG	VLD/R/C/F/01	2:00	30/09/2020	MIN 3 YEARS	FSTL
23.	INTERNAL AUDIT SCHEDULE	VLD/A/A/F/01	2:00	30/09/2020	MIN 3 YEARS	FSTL
24.	INTERNAL AUDIT PLAN	VLD/A/A/F/02	2:00	30/09/2020	MIN 3 YEARS	FSTL
25.	AUDIT OBSERVATION CUM VERIFICATION SHEET	VLD/A/A/F/03	2:00	30/09/2020	MIN 3 YEARS	FSTL
26.	CORRECTIVE ACTION REQUEST FORM	VLD/A/A/F/04	2:00	30/09/2020	MIN 3 YEARS	FSTL
27.	AUDIT OBSERVATION SUMMARY	VLD/A/A/F/05	2:00	30/09/2020	MIN 3 YEARS	FSTL
28.	PRP AUDIT CHECKLIST	VLD/A/A/F/06	2:00	30/09/2020	MIN 3 YEARS	FSTL
29.	MRM SCHEDULE	VLD/M/R/M/F/01	2:00	30/09/2020	MIN 3 YEARS	FSTL
30.	MRM AGENDA	VLD/M/R/M/F/02	2:00	30/09/2020	MIN 3 YEARS	FSTL
31.	MRM MINUTES	VLD/M/R/M/F/03	2:00	30/09/2020	MIN 3 YEARS	FSTL
32.	EMERGENCY SITUATION RECORD	VLD/E/P/R/F/01	2:00	30/09/2020	MIN 3 YEARS	FSTL
33.	EMERGENCY CONTACT LIST	VLD/E/P/R/F/02	2:00	30/09/2020	MIN 3 YEARS	FSTL
34.	CUSTOMER COMPLAINTS ANALYSIS REPORT	VLD/C/C/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Mktg.
35.	CUSTOMER FEEDBACK	VLD/C/C/F/02	2:00	30/09/2020	MIN 3 YEARS	Manager Mktg.
36.	CUSTOMER FEEDBACK ANALYSIS	VLD/C/C/F/03	2:00	30/09/2020	MIN 3 YEARS	Manager Mktg.
37.	RECALL TEAM	VLD/P/R/W/F/01	2:00	30/09/2020	MIN 3 YEARS	FSTL
38.	RECALL INTIMATION	VLD/P/R/W/F/02	2:00	30/09/2020	MIN 3 YEARS	FSTL
39.	TRACEABILITY FOR THE PRODUCT TO BE RECALL	VLD/P/R/W/F/03	2:00	30/09/2020	MIN 3 YEARS	FSTL
40.	RECALL PRODUCT UNDER FBO CONTROL	VLD/P/R/W/F/04	2:00	30/09/2020	MIN 3 YEARS	FSTL
41.	RECALL SUPPORT CHECKLIST CONTACT DETAILS FOR RECALL	VLD/P/R/W/F/05	2:00	30/09/2020	MIN 3 YEARS	FSTL
<b>PURCHASE</b>						
42.	VENDOR EVALUATION	VLD/PUR/F/01	2:00	30/09/2020	MIN 3 YEARS	Manager Pur.
43.	VENDOR AUDIT	VLD/PUR/F/02	2:00	30/09/2020	MIN 3 YEARS	Manager Pur.

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44.	APPROVED VENDOR LIST	VLD/PUR/F/03	2:00	30/09/2020	MIN 3 YEARS	Manager Pur.
45.	SUPPLIER RISK ASSESSMENT	VLD/PUR/F/04	2:00	30/09/2020	MIN 3 YEARS	Manager Pur.
46.	RM SPECIFICATION ACCEPTANCE LETTER	VLD/PUR/F/05	2:00	30/09/2020	MIN 3 YEARS	Manager Pur.
47.	VENDOR AUDIT	MILKFED/PUR/F/01	1:00	15/11/2018	MIN 3 YEARS	Manager Pur.
48.	STOCK LEDGER	VLD/STR/F/01	1:00	01/02/2019	MIN 3 YEARS	Incharge Store
49.	MATERIAL ISSUE NOTE	VLD/STR/F/02	1:00	01/02/2019	MIN 3 YEARS	Incharge Store
50.	GOODS RECEIPT NOTE	VLD/STR/F/03	1:00	01/02/2019	MIN 3 YEARS	Incharge Store
51.	NON RETURNABLE GATE PASS	VLD/STR/F/04	1:00	01/02/2019	MIN 3 YEARS	Incharge Store
52.	RETURNABLE GATE PASS	VLD/STR/F/05	1:00	01/02/2019	MIN 3 YEARS	Incharge Store
<b>PRODUCTION</b>						
53.	WEIGHMENT RECORD	VLD/PRD/F/01	1:00	01/02/2019	MIN 3 YEARS	Manager Prod.
54.	ONLINE WEIGHT CHECKS (POUCH FILLING LOG)	VLD/PRD/F/02	1:00	01/02/2019	MIN 3 YEARS	
55.	HYGIENE CLEARANCE	VLD/PRD/F/03	1:00	01/02/2019	MIN 3 YEARS	
56.	KNIFE CONTROL	VLD/PRD/F/04	1:00	01/02/2019	MIN 3 YEARS	
57.	DAILY INTERNAL CALIBRATION - WEIGHING BALANCE	VLD/PRD/F/05	1:00	01/02/2019	MIN 3 YEARS	
58.	CIP- PRODUCT	VLD/PRD/F/06	1:00	01/02/2019	MIN 3 YEARS	
59.	MILK TANKER -UNLOADING DETAILS	VLD/PRD/F/07	1:00	01/02/2019	MIN 3 YEARS	
60.	MILK & CREAM PROCESSING LOG BOOK	VLD/PRD/F/08	1:00	01/02/2019	MIN 3 YEARS	
61.	MILK & CREAM PROCESSING LOG BOOK	VLD/PRD/F/09	1:00	01/02/2019	MIN 3 YEARS	
62.	MILK & CREAM PROCESSING LOG BOOK	VLD/PRD/F/09A	1:00	01/02/2019	MIN 3 YEARS	
63.	WHITE BUTTER MANUFACTURING LOG - CHURN	VLD/PRD/F/10	1:00	01/02/2019	MIN 3 YEARS	
64.	BUTTER MANUFACTURING LOG BOOK CBM	VLD/PRD/F/10A	1:00	01/02/2019	MIN 3 YEARS	
65.	TABLE BUTTER-CHURN (PASTEURIZED BUTTER MFG LOG BOOK)	VLD/PRD/F/10B	1:00	01/02/2019	MIN 3 YEARS	

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66.	DAHI PHE LOG BOOK	VLD/PRD/F/11	1:00	01/02/2019	MIN 3 YEARS	
67.	DAHI LOG BOOK	VLD/PRD/F/12	1:00	01/02/2019	MIN 3 YEARS	
68.	LASSI MANUFACTURING & PACKING LOG	VLD/PRD/F/13	1:00	01/02/2019	MIN 3 YEARS	
69.	DAHI FILLING LOG BOOK	VLD/PRD/F/13B	1:00	01/02/2019	MIN 3 YEARS	
70.	PANEER MANUFACTURING & PACKING LOG	VLD/PRD/F/14	1:00	01/02/2019	MIN 3 YEARS	
71.	GHEE SECTION LOG SHEET	VLD/PRD/F/15	1:00	01/02/2019	MIN 3 YEARS	
72.	GHEE WEIGHMENT LOG SHEET	VLD/PRD/F/16	1:00	01/02/2019	MIN 3 YEARS	
73.	CRATE WASHER LOG	VLD/PRD/F/17	1:00	01/02/2019	MIN 3 YEARS	
74.	KHEER PRODUCTION LOG SHEET	VLD/PRD/F/18	1:00	01/02/2019	MIN 3 YEARS	
75.	FUMIGATION REGISTER	VLD/PRD/F/19	1:00	01/02/2019	MIN 3 YEARS	
76.	CLEANING OF TANKER LOG SHEET	VLD/PRD/F/20	1:00	01/02/2019	MIN 3 YEARS	
77.	DAHI SHIFT PERFORMA REGISTER	VLD/PRD/F/21	1:00	01/02/2019	MIN 3 YEARS	
78.	LASSI, KHEER & MILK CAKE PERFORMA REGISTER	VLD/PRD/F/22	1:00	01/02/2019	MIN 3 YEARS	
79.	GHEE & WHITE BUTTER SHIFT PERFORMA	VLD/PRD/F/23	1:00	01/02/2019	MIN 3 YEARS	
80.	TABLE BUTTER SHIFT PERFORMA	VLD/PRD/F/24	1:00	01/02/2019	MIN 3 YEARS	
81.	POWDER DRYING PLANT LOG SHEET	VLD/PRD/F/25	1:00	01/02/2019	MIN 3 YEARS	
82.	MAGNET CLEANING RECORD	VLD/PRD/F/26	1:00	01/02/2019	MIN 3 YEARS	
83.	METAL DETECTOR LOG SHEET	VLD/PRD/F/27	1:00	01/02/2019	MIN 3 YEARS	
84.	POWDER EVAPORATING PLANT	VLD/PRD/F/28	1:00	01/02/2019	MIN 3 YEARS	
85.	SWEET PRODUCTION LOGSHEET	VLD/PRD/F/29	1:00	01/02/2019	MIN 3 YEARS	
86.	SMP & WMP SHIFT PERFORMA	VLD/PRD/F/30	1:00	01/02/2019	MIN 3 YEARS	
87.	MILK TANKER DISPATCH RECORD	VLD/PRD/F/31	1:00	01/02/2019	MIN 3 YEARS	
88.	MARKET MILK SHIFT PERFORMA	VLD/PRD/F/32	1:00	01/02/2019	MIN 3 YEARS	
<b>QUALITY</b>						
89.	WATER TEST REPORT	VLD/QAC/F/01	1:00	01/02/2019	MIN 3 YEARS	Manager Q.A.
90.	HOLD PASS REJECT REGISTER	VLD/QAC/F/02	1:00	01/02/2019	MIN 3 YEARS	

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91.	MICROBIOLOGY REPORT OF WATER	VLD/QAC/F/03	1:00	01/02/2019	MIN 3 YEARS	
92.	FOOD HANDLER HAND SWAB	VLD/QAC/F/04	1:00	01/02/2019	MIN 3 YEARS	
93.	AIR MICROBIOLOGY REPORT	VLD/QAC/F/05	1:00	01/02/2019	MIN 3 YEARS	
94.	CALIBRATION SCHEDULE CUM RECORD	VLD/QAC/F/06	1:00	01/02/2019	MIN 3 YEARS	
95.	HOT AIR OVEN CALIBRATION	VLD/QAC/F/07	1:00	01/02/2019	MIN 3 YEARS	
96.	INCUBATOR CALIBRATION RECORD	VLD/QAC/F/08	1:00	01/02/2019	MIN 3 YEARS	
97.	LAB THERMOMETER CALIBRATION	VLD/QAC/F/09	1:00	01/02/2019	MIN 3 YEARS	
98.	PH METER CALIBRATION VERIFICATION RECORD	VLD/QAC/F/10	1:00	01/02/2019	MIN 3 YEARS	
99.	LAB-WEIGHING BALANCE CALIBRATION REPORT	VLD/QAC/F/11	1:00	01/02/2019	MIN 3 YEARS	
100.	INSPECTION REPORT	VLD/QAC/F/12	1:00	01/02/2019	MIN 3 YEARS	
101.	INCOMING EDIBLE ANALYSIS RECORD	VLD/QAC/F/13	1:00	01/02/2019	MIN 3 YEARS	
102.	INCOMING CHEMICAL ANALYSIS RECORD	VLD/QAC/F/14	1:00	01/02/2019	MIN 3 YEARS	
103.	INCOMING PACKING MATERIAL ANALYSIS RECORD	VLD/QAC/F/15	1:00	01/02/2019	MIN 3 YEARS	
104.	RMRD (RAW/MILK RECEIVING DOCK) ANALYSIS REPORT	VLD/QAC/F/16	1:00	01/02/2019	MIN 3 YEARS	
105.	TANK POSITION TESTING GENERAL	VLD/QAC/F/17	1:00	01/02/2019	MIN 3 YEARS	
106.	WEIGHT RECORDING REPORT (PRODUCT WEIGHMENT RECORD)	VLD/QAC/F/18	1:00	01/02/2019	MIN 3 YEARS	
107.	FINISHED PRODUCT ANALYSIS POUCH MILK	VLD/QAC/F/19	1:00	01/02/2019	MIN 3 YEARS	
108.	INLINE TESTING OF POUCH MILK	VLD/QAC/F/20	1:00	01/02/2019	MIN 3 YEARS	
109.	SHELF LIFE OF CITY SUPPLY POUCH MILK	VLD/QAC/F/21	1:00	01/02/2019	MIN 3 YEARS	
110.	MONITORING OF DAHI PARAMETERS	VLD/QAC/F/22	1:00	01/02/2019	MIN 3 YEARS	
111.	ANALYSIS REGISTER FOR DAHI	VLD/QAC/F/23	1:00	01/02/2019	MIN 3 YEARS	
112.	MONITORING OF LASSI PARAMETERS	VLD/QAC/F/24	1:00	01/02/2019	MIN 3 YEARS	
113.	ANALYSIS REGISTER FOR LASSI	VLD/QAC/F/25	1:00	01/02/2019	MIN 3 YEARS	
114.	ANALYSIS REGISTER FOR PANEER	VLD/QAC/F/26	1:00	01/02/2019	MIN 3 YEARS	



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SL. NO.	NAME OF FORM/RECORD	FORM/ RECORD NO.	VERSION	DATE OF ISSUE	RETENTION PERIOD	CUSTODIAN
115.	ANALYSIS REGISTER FOR KHEER RECORD FOR DESPATCH FOR MILK, DAHI, LASSI, PANEER & KHEER	VLD/QAC/F/27	1:00	01/02/2019	MIN 3 YEARS	
116.	FINISHED ANALYSIS REGISTER FOR GHEE	VLD/QAC/F/28	1:00	01/02/2019	MIN 3 YEARS	
117.	INLINE ANALYSIS REGISTER FOR GHEE	VLD/QAC/F/29	1:00	01/02/2019	MIN 3 YEARS	
118.	EVALUATION SHEET FOR INTERNAL /EXTERNAL CONSUMER PANNEL	VLD/QAC/F/30	1:00	01/02/2019	MIN 3 YEARS	
119.	DAILY RECORD FOR SENSORY EVALUATION OF MILK & MILK PRODUCTS	VLD/QAC/F/31	1:00	01/02/2019	MIN 3 YEARS	
120.	PRODUCT RELEASING SLIP	VLD/QAC/F/32	1:00	01/02/2019	MIN 3 YEARS	
121.	SODIUM ION ANALYZER CALIBRATION RECORD	VLD/QAC/F/33	1:00	01/02/2019	MIN 3 YEARS	
122.	MUFFLE FURNACE CALIBRATION RECORD	VLD/QAC/F/34	1:00	01/02/2019	MIN 3 YEARS	
123.	WATER BATH CALIBRATION RECORDS	VLD/QAC/F/35	1:00	01/02/2019	MIN 3 YEARS	
124.	CENTRIFUGAL MACHINE CALIBRATION RECORD	VLD/QAC/F/36	1:00	01/02/2019	MIN 3 YEARS	
125.	REFRACT-O-METER CALIBRATION RECORD	VLD/QAC/F/37	1:00	01/02/2019	MIN 3 YEARS	
126.	MOISTURE BALANCE CALIBRATION RECORD	VLD/QAC/F/38	1:00	01/02/2019	MIN 3 YEARS	
127.	BUTYRORFRACTOMETER CALIBRATION RECORD	VLD/QA/F/40	1:00	01/02/2019	MIN 3 YEARS	
128.	BURSTING STRENGTH TESTER CALIBRATION RECORD	VLD/QA/F/41	1:00	01/02/2019	MIN 3 YEARS	
129.	ANALYSIS REGISTER FOR SWEETS	VLD/QA/F/42	1:00	01/02/2019	MIN 3 YEARS	
130.	INLINE TESTING REGISTER FOR SKIMMED MILK POWDER	VLD/QA/F/43	1:00	01/02/2019	MIN 3 YEARS	
131.	MICROBIOLOGICAL ANALYSIS OF CITY	VLD/QA/F/44	1:00	01/02/2019	MIN 3 YEARS	
132.		VLD/QA/F/45	1:00	01/02/2019	MIN 3 YEARS	
133.						

## MASTER LIST OF FORMS AND RECORDS

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SL. NO.	NAME OF FORM/RECORD	FORM/ RECORD NO.	VERSION	DATE OF ISSUE	RETENTION PERIOD	CUSTODIAN
134.	SUPPLY MICROBIOLOGICAL ANALYSIS OF RAW MILK	VLD/QA/F/146	1:00	01/02/2019	MIN 3 YEARS	
135.	MICROBIOLOGICAL ANALYSIS OF MILK AT RETAIL POINT	VLD/QA/F/147	1:00	01/02/2019	MIN 3 YEARS	
136.	MICROBIOLOGICAL ANALYSIS OF PANEER	VLD/QA/F/148	1:00	01/02/2019	MIN 3 YEARS	
137.	MICROBIOLOGICAL ANALYSIS OF DAHI	VLD/QA/F/149	1:00	01/02/2019	MIN 3 YEARS	
138.	MICROBIOLOGICAL ANALYSIS OF SWEETS	VLD/QA/F/150	1:00	01/02/2019	MIN 3 YEARS	
139.	MICROBIOLOGICAL ANALYSIS OF LASSI	VLD/QA/F/151	1:00	01/02/2019	MIN 3 YEARS	
140.	MICROBIOLOGICAL ANALYSIS OF POWDER (SMP & WMP)	VLD/QA/F/152	1:00	01/02/2019	MIN 3 YEARS	
141.	MICROBIOLOGICAL ANALYSIS OF BUTTER	VLD/QA/F/153	1:00	01/02/2019	MIN 3 YEARS	
142.	MICROBIOLOGICAL ANALYSIS OF MILK HANDLING EQUIPMENTS	VLD/QA/F/154	1:00	01/02/2019	MIN 3 YEARS	
143.	MICROBIOLOGICAL ANALYSIS OF GHEE	VLD/QA/F/155	1:00	01/02/2019	MIN 3 YEARS	
144.	INLINE TESTING REGISTER FOR MILK POWDER	VLD/QA/F/156	1:00	01/02/2019	MIN 3 YEARS	
145.	PC CAPS RECORD	VLD/QA/F/158	1:00	01/02/2019	MIN 3 YEARS	
146.	ANALYSIS REGISTER OF WHITE BUTTER	VLD/QA/F/159	1:00	01/02/2019	MIN 3 YEARS	
147.	ANALYSIS REGISTER OF TABLE BUTTER	VLD/QA/F/160	1:00	01/02/2019	MIN 3 YEARS	
148.	FINISHED PRODUCT TESTING RECORD OF TABLE BUTTER	VLD/QA/F/161	1:00	01/02/2019	MIN 3 YEARS	
149.	GHEE RESIDUE AND SKIMMED SEPERATION RECORD	VLD/QA/F/162	1:00	01/02/2019	MIN 3 YEARS	
150.	TEMPERATURE OF COLD STORE	VLD/QA/F/163	1:00	01/02/2019	MIN 3 YEARS	
151.	BMC SAMPLE QUALITY TESTING RECORDS	VLD/QA/F/164	1:00	01/02/2019	MIN 3 YEARS	
152.	STRENGTH TESTING RECORD OF CIP SOLUTION	VLD/QA/F/165	1:00	01/02/2019	MIN 3 YEARS	

## MASTER LIST OF FORMS AND RECORDS

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SL. NO.	NAME OF FORM/RECORD	FORM/ RECORD NO.	VERSION	DATE OF ISSUE	RETENTION PERIOD	CUSTODIAN
153.	TOTAL SOLID TESTING					
154.	BIS FINISHED PRODUCT SMP (PART- 1) REGISTER	VLD/QA/F/66	1:00	01/02/2019	MIN 3 YEARS	
155.	BIS FINISHED PRODUCT SMP (PART- 2) REGISTER	VLD/QA/F/67	1:00	01/02/2019	MIN 3 YEARS	
156.	BIS FINISHED PRODUCT WMP REGISTER	VLD/QA/F/68	1:00	01/02/2019	MIN 3 YEARS	
157.	CONVERSION RECORD OF SMP/WMP	VLD/QA/F/69	1:00	01/02/2019	MIN 3 YEARS	
158.	TANKER DESPATCH REGISTER	VLD/QA/F/70	1:00	01/02/2019	MIN 3 YEARS	
		VLD/QA/F/71	1:00	01/02/2019	MIN 3 YEARS	
159.	PREVENTIVE MAINTENANCE SCHEDULE	VLD/MNT/F/01	1:00	01/02/2019	MIN 3 YEARS	Manager Engg.
160.	CALIBRATION SCHEDULE	VLD/MNT/F/02	1:00	01/02/2019	MIN 3 YEARS	
161.	HISTORY CARD	VLD/MNT/F/03	1:00	01/02/2019	MIN 3 YEARS	
162.	PREVENTIVE MAINTENANCE CHECKLIST	VLD/MNT/F/04	1:00	01/02/2019	MIN 3 YEARS	
163.	LUX MONITORING	VLD/MNT/F/05	1:00	01/02/2019	MIN 3 YEARS	
164.	PM CHECKS FOR PRODUCT LINE	VLD/MNT/F/06	1:00	01/02/2019	MIN 3 YEARS	
165.	PM - DG SET	VLD/MNT/F/07	1:00	01/02/2019	MIN 3 YEARS	
166.	PM FOR WATER LINES CHECKS	VLD/MNT/F/08	1:00	01/02/2019	MIN 3 YEARS	
167.	MAINTENANCE WORKS (AMC)	VLD/MNT/F/09	1:00	01/02/2019	MIN 3 YEARS	
168.	BOILER LOG SHEET	VLD/MNT/F/10	2:00	01/02/2019	MIN 3 YEARS	
169.	REFRIGERATION	VLD/MNT/F/11	1:00	01/02/2019	MIN 3 YEARS	
170.	GLASS BREAKAGE RECORD	VLD/MNT/F/12	1:00	01/02/2019	MIN 3 YEARS	
171.	MONTHLY GLASS AUDIT	VLD/MNT/F/13	1:00	01/02/2019	MIN 3 YEARS	
172.	PM CHECKS FOR WEIGHING BALANCE	VLD/MNT/F/14	1:00	30/09/2020	MIN 3 YEARS	
173.	FACILITY SITE SECURITY	VLD/MNT/F/15	1:00	30/09/2020	MIN 3 YEARS	
174.	BRAKEDOWN REGISTER	VLD/MCN/F/01	1:00	30/09/2020	MIN 3 YEARS	
175.	LIST OF CRITICAL SPARE PARTS	VLD/MCN/F/02	1:00	30/09/2020	MIN 3 YEARS	

**MASTER LIST OF FORMS AND RECORDS**

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SL. NO.	NAME OF FORM/RECORD	FORM/ RECORD NO.	VERSION	DATE OF ISSUE	RETENTION PERIOD	CUSTODIAN
176.	TEMPORARY MAINTENANCE	VLD/MCN/F/03	1:00	30/09/2020	MIN 3 YEARS	
177.	ORGANIZATION CHART	VLD/ADM/F/01	2:00	30/09/2020	MIN 3 YEARS	
178.	RESPONSIBILITY & AUTHORITY	VLD/ADM/F/02	2:00	30/09/2020	MIN 3 YEARS	
179.	DESIRED COMPETENCY	VLD/ADM/F/03	2:00	30/09/2020	MIN 3 YEARS	Manager HR
180.	TRAINING NEEDS IDENTIFICATION	VLD/ADM/F/04	2:00	30/09/2020	MIN 3 YEARS	
181.	TRAINING CALENDAR	VLD/ADM/F/05	2:00	30/09/2020	MIN 3 YEARS	
182.	TRAINING RECORD	VLD/ADM/F/06	2:00	30/09/2020	MIN 3 YEARS	
183.	TRAINING EVALUATION	VLD/ADM/F/07	2:00	30/09/2020	MIN 3 YEARS	
184.	INDUCTION TRAINING PLAN	VLD/ADM/F/08	2:00	30/09/2020	MIN 3 YEARS	
185.	EMPLOYEE TRAINING CARD	VLD/ADM/F/09	2:00	30/09/2020	MIN 3 YEARS	
186.	TRAINING RECORD- WORKERS	VLD/ADM/F/10	2:00	30/09/2020	MIN 3 YEARS	
187.	STATUTORY CALENDER	VLD/ADM/F/11	2:00	30/09/2020	MIN 3 YEARS	
188.	COMPETENCY FOR SUPERVISOR WORKERS	VLD/ADM/F/12	2:00	30/09/2020	MIN 3 YEARS	
189.	VISITOR GATE PASS	VLD/ADM/F/13	2:00	30/09/2020	MIN 3 YEARS	
190.	VISITOR REGISTER	VLD /ADM/F/14	2:00	30/09/2020	MIN 3 YEARS	
191.	VEHICLE MOVEMENT	VLD/ADM/F/15	2:00	30/09/2020	MIN 3 YEARS	
192.	CUSTOMER COMPALINT	VLD/CC/F/01	2:00	30/09/2020	MIN 3 YEARS	
193.	CUSTOMER FEEDBACK	VLD/CC/F/02	2:00	30/09/2020	MIN 3 YEARS	Manager Mktg.
194.	CUSTOMER FEEDBACK ANALYSIS	VLD/CC/F/03	2:00	30/09/2020	MIN 3 YEARS	

**MARKETING**




**DECLARATION**

**SCOPE LETTER**

THE SCOPE OF THE LUDHIANA DISTRICT COOPERATIVE MILK PRODUCERS UNION LTD. ,  
FEROZPUR ROAD, LUDHIANA-141004 FOR ISO 22000:2018 IS AS FOLLOWS:-

"MANUFACTURE & SUPPLY OF CITY SUPPLY MILK (STANDARDIZED, FULL CREAM ,DOUBLE  
TONED), FERMENTED MILK PRODUCTS: SWEET LASSI, NAMKEEN LASSI,LOW FAT LASSI, PLAIN  
LASSI, INDIGENOUS PRODUCTS: KHEER, MILKCAKE, TONED MILK DAHI , DOUBLE TONED MILK  
DAHI, PANEER, FAT RICH PRODCUTS: GHEE , TABLE BUTTER, WHITE BUTTER, MILK POWDER:  
SKIMMED MILK POWDER , WHOLE MILK POWDER."

  
GENERAL MANAGER,  
VERKA LUDHIANA DAIRY

Annexure - 3

# verka




TO WHOM IT MAY CONCERN

## Declaration

I, Surjit Singh Bhadaur (General Manager) authorized signatory of M/s The Ludhiana District Co-operative Milk Producers' Union Ltd., Ferozpur Road, Ludhiana, Punjab-141004 located at Ludhiana district of Punjab, hereby declare that M/s The Ludhiana District Co-operative Milk Producers' Union Ltd., has operation at a single site/location.

Place: Ludhiana .

Date: 13/07/2024

  
General Manager  
Verka Ludhiana Dairy

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**THE LUDHIANA DISTRICT CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**

Verka Ludhiana Dairy, Ferozpur Road, Ludhiana-141 004 (Pb.) PBX : +91 5203300, 5203336, 5203340 Fax : +91 0161-2552901

Website : [verka.coop](http://verka.coop)

**BUREAU OF INDIAN STANDARDS**

Annexure IV


Application Number : NR/FSMS/A- APP2024066570

Date : 13 Jul 2024

<b>Time Scale calculation review : HACCP</b>		
S.NO.	Description	Number/Man days
1	Number of HACCP studies required	11
2	Personnel involved in any aspect of food safety in main shift,including seasonal workers and office workers	150
3	Personnel involved in activities other than those in main shift	40
4	Number of full time equivalent employees	190
5	Number of critical control points	8
6	Number of operational prerequisites programmes	5
7	Number of product types	5
8	Number of product lines	5
9	Number of additional sites to be audited	0
10	Time for audit(I + II Stage)	8.5

<b>Complexity factors for reducing time</b>	
S.NO.	Description
1	Combined audit with other relevant Management System

<b>Complexity factors for increasing time</b>	
S.NO.	Description
1	Large number of critical control points (>5)
2	In-house laboratory testing

**Final II stage audit time proposed : 7 man days****For Surveillance : 3 man days****For Recertification : 6 man days****Food chain category : C Food Manufacturing****Remarks :****Signature :** **Auditor : VISHNU GUPTA****Note :** In case of activities other than first shift, audit plan shall also include audit of these activities separately.**MSCO**

Annexure -5

# verka




TO WHOM IT MAY CONCERN

## Declaration

I, Surjit Singh Bhadaur (General Manager) as authorized signatory of The Ludhiana Distt. Co-operative Milk Producers' Union Ltd., Verka Ludhiana Dairy, Ferozepur road, Ludhiana, Punjab-141004 located at Ludhiana District of Punjab, hereby declares that M/s The Ludhiana District Co-operative Milk Producers' Union Ltd, in the conduct of business has;

1. Complied with all the applicable laws, enactments, orders, rules regulations and other statutory requirements of the Central, State and other statutory and local authorities concerning the business and affairs of the company;
2. Paid all the applicable statutory dues;
3. Maintaining proper registers, records and documents.

Place: Ludhiana.  
Date: 13/07/2024.

  
General Manager  
Verka Ludhiana Dairy

**THE LUDHIANA DISTRICT CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**

Verka Ludhiana Dairy, Ferozepur Road, Ludhiana-141 004 (Pb.) PBX : +91 5203300, 5203336, 5203340 Fax : +91 0161-2552901

Website : [verka.coop](http://verka.coop)





Ludhiana Dairy  
Form

### STATUTORY CALENDER

Annexure -5,

Document No.	LMU/ADM/F/11
Date of Issue	01-04-2019
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S.No.	Name of the License	Name of the Authority	Contact detail	Date Applied	Valid up to	Renewal Due
1	Factory License	Director of Factory	www.labour.gov.in		31-12-2024	
2	Principal Employer	Assistant Labour Commissioner	www.labour.gov.in		31-12-2024	
3	Central FSSAI	FSSAI	www.fssai.gov.in		07-08-2024	
4	Quality Mark	NDDB	NDDB		01-04-2027	
5	Boiler Certification	Director of Boiler	Invest Punjab		11-08-2024	
6	Product Testing	NABL Accredited Laboratories	ARBRO		19.09.2024	
7	Weight and measures	Legal Materology	Inspector Legal Materology		04-07-2025	
8	FSSC 22000	NABCB body	Intertek		06-06-2025	

## STATUTORY CALENDER

Document No.	LMD/ADM/F/11
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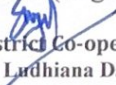
S.No.	Name of the License	Name of the Authority	Contact detail	Date Applied	Valid up to	Renewal Due
9	Water Consent	PPCB	Invest Punjab		31.03.2024 (Applied)	
10	Air consent	PPCB	Invest Punjab		31.03.2027	
11	Agmark	Dept. of Marketing & Inspection	<a href="mailto:dmichol@nic.in">dmichol@nic.in</a>		26.04.2025	
12	ISO 9001:2015	BIS	Manak Online portal		19-04-2024 (Applied for recertification)	
13	Pest control	Phinished Pest Control Services	Vikramjit		31.10.2024	
14	BIS-IS 1165:2022	BIS	ManakOnline		31-01-2025	
15	BIS-IS 13334:part 1:2014	BIS	ManakOnline		31-09-2024	
16	BIS-IS 13334:part 2:2014	BIS	ManakOnline		30-04-2024	

**Annexure VI**

Application Number: NR/FSMS/A-APP2024066570

IS/ISO: **22000:2018**

Date of Audit: 13/072024

Sl Nos.	Observations	Evidence Verified
1	MR, FSTL and FST Members need awareness about the requirements and implementation of FSMSS as per IS/ISO 22000:2018.	Discussion
2	The Food Safety Manual was found based on FSSC 22000 and same needs to be reviewed and updated/corrected as per ISO 22000:2018.	Discussion
3	Internal Audit needs to be carried out separately for all relevant activities and departments by competent auditors as per ISO 22000:2018 as the existing internal auditors need training.	Discussion
Auditee (Organization)  The Ludhiana District Co-operative Milk Producers Union Ltd., Verka Ludhiana Dairy.		Sign. of Auditor: Auditor Name: <b>Vishnu Gupta</b>

**DRAFT AUDIT SCHEDULE FOR STAGE-2 AUDIT FOR FSMS  
AS PER IS/ISO 22000:2018**

**AUDIT TIME**            **3.5 Days**

**Audit Team**            Team Leader & Expert            (1)  
Auditor & Expert            (2)

**Day 1:**

Process Deptt. /Activity	Time	Auditor	Auditee
Opening Meeting	09:30 h– 10:00 h		
Site (Plant / Office) Visit	10:00 h– 11:00 h		
Top Management & FSTL	11:00 h– 13:00 h	1	
Milk Processing, Packing and Dispatch	11:00 h– 13:00 h	2	
<b>LUNCH</b>	<b>13:00 h– 13:30 h</b>		
CEO & FSTL Contd...	13:30 h– 17:00 h	1	
Quality Control	13:30 h– 17:00 h	2	
Milk Processing & Packing and Dispatch (Night Shift)	21:00 h– 22:00 h		
Review of Day's work and Auditors' Meeting	17:00 h– 17:30 h		

**Day 2:**

Process Deptt. /Activity	Time	Auditor	Auditee
Milk Procurement	09:30 h– 13:00 h	2	
Production (Dairy I)- Milk Product	09:30 h– 13:00 h	1	
<b>LUNCH</b>	<b>13:00 h– 13:30 h</b>		
Production (Dairy II)- Milk Powder and Evaluation of Auditors	13:30 h– 17:00 h	1	
BMC	13:30 h– 17:00 h	2	
Review of Day's work and Auditors' Meeting	17:00 h– 17:30 h		

**Day 3:**

<b>Process Deptt. /Activity</b>	<b>Time</b>	<b>Auditor</b>	<b>Auditee</b>
Sanitation, Hygiene, Pest Control, Medical Records	09:30 h– 13:00 h	2	
Engineering & ETP	09:30 h– 13:00 h	1	
<b>LUNCH</b>	<b>13:00 h– 13:30 h</b>		
HR and Training	13:30 h– 17:00 h	1	
Purchase	13:30 h– 17:00 h	2	
Review of Day's work and Auditors' Meeting	16:30 h– 17:30 h		

**Day 4**

<b>Process Deptt. /Activity</b>	<b>Time</b>	<b>Auditor</b>	<b>Auditee</b>
Store (General Store & Finished Goods)	09:30 h– 12:00 h	2	
Marketing & Dispatch	09:30 h– 12:00 h	1	
Discussions with Auditee and Report Preparation	12:00 h– 13:00 h		
Closing Meeting	13:00 h– 13:30 h		

**Team Leader**  
**BIS Audit Team**

**MR/FSTL**  
**Dairy**

**AUDIT PLAN MATRIX FOR FSMS**

**Annexure VIII**

AUDIT PLAN MATRIX  IS/ISO 22000: 2018 Food Safety Management Systems Requirements	Clause	FUNCTION/PROCESS/ DEPARTMENT(S)												
		Top Management FS/TL	Packing	Milk rec., processing and	Purchase	Milk Procurement & Chilling Center	Quality Control	Engg & ETP	Store	HR Training	Production (Dairy I & II)	Records	Sanitation, Hygiene, Pest Control, Medical Records	Marketing & Dispatch
<b>Context of the Organization</b>	4													
Understanding the organization and its context	4.1	X												
Understanding the need and expectation of Interested parties	4.2	X												
Determination the scope of the Food Safety Management System	4.3	X												
Food Safety Management System	4.4	X												
<b>Leadership</b>	5													
Leadership and Commitment	5.1	X												
Policy	5.2	X	X	X	X	X	X	X	X	X	X	X	X	X
Organizational roles, Responsibility & authority	5.3	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Planning</b>	6													
Actions to address risks and opportunities	6.1	X	X	X	X	X	X	X	X	X	X	X	X	X
Objectives of the FSMS & planning to achieve them	6.2	X	X	X	X	X	X	X	X	X	X	X	X	X
Planning of Changes	6.3	X												
<b>Support</b>	7													
<b>Resources</b>	7.1													
General	7.1.1	X												
People	7.1.2	X							X					
Infrastructure	7.1.3	X	X	X	X	X	X	X	X	X	X	X	X	X
Work Environment	7.1.4	X	X	X	X	X	X	X	X	X	X	X	X	X
Externally Developed elements of the FSMS	7.1.5	X		X			X	X			X			
Control of Externally provided processes, products or services	7.1.6	X		X			X	X			X			
<b>Competence</b>	7.2	X							X					
<b>Awareness</b>	7.3	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Communication</b>	7.4													
General	7.4.1	X												
External communication	7.4.2	X	X	X	X	X	X	X	X	X	X	X	X	X
Internal Communication	7.4.3	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Documentation Information</b>	7.5													
General	7.5.1	X												
Creating & updating	7.5.2	X												
Control of Documented Information	7.5.3	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Operation</b>	8													
Operational planning & control	8.1	X	X		X						X			
Pre-requisite programme	8.2	X	X		X						X	X		
Traceability System	8.3	X	X		X						X			
Emergency preparedness & response	8.4							X						
Hazard Control	8.5	X	X		X						X	X		
Updating the information specifying the PRPs & hazard control plan	8.6	X												
Control of monitoring & measuring	8.7	X					X	X						
Verification related to PRPs & the hazard control plan	8.8	X	X		X						X	X		
Control of product & process non conformities	8.9			X	X						X			
General	8.9.1													
Corrections	8.9.2		X		X						X			
Corrective actions	8.9.3		X		X						X			
Handling of potentially unsafe products	8.9.4		X		X	X					X			
Withdrawal/recall	8.9.5													X
Performance Evaluation	9													
Monitoring , measurement, analysis & evaluation	9.1	X	X	X	X	X	X	X	X	X	X	X	X	X
Internal Audit	9.2	X	X	X	X	X	X	X	X	X	X	X	X	X
Management Review	9.3	X												
<b>Improvement</b>	10													
Nonconformity & corrective action	10.1	X	X	X	X	X	X	X	X	X	X	X	X	X
Continual Improvement	10.2	X	X	X	X	X	X	X	X	X	X	X	X	X
Update of the food safety Management system	10.3	X												

\*Indicate (E) against elements to be Audited by expert under the function/process/department(s)

<b>Auditing Organization</b> Bureau of Indian Standards	<b>Auditee (Organization)</b> The Ludhiana District Cooperative Milk Producers Union Ltd., Verka Ludhiana Dairy		Page 1 of 1
Doc : MSC-6.4-36	Issue No. 01	Date : Dec 2018	Approved by : DDG(MSCD)

DOC: MSC-F7.1-04  
 ISSUE: 04  
 DATE: OCT 2016  
 PAGE: 1 OF 1  
 APPROVED BY: DDD


**AUDIT LOG SHEET OF PERSONNEL FOR AUDITING**  
 (BIS AUDITOR/EXPERT AND EXTERNAL AUDITOR/EXPERT)

Name & address of applicant/Licensee: The Ludhiana Distt. Cooperative Milk Producers Union Ltd.,  
 Verka Ludhiana Dairy, Ferozepur Road, Ludhiana, Punjab-141003  
 System Standard Audited: FSMS (IS/ISO 22000:2018)

Tele: 9915777878 Email: qa.ldh@verka.coop Type of Audit: Initial/Surveillance / Renewal

Stage 1 Initial

Please use BLOCK LETTERS

Sl. No.	Employee No/Auditor Reg No	Names of Auditors/ Expert/Auditor in training	Role of auditor	Date(s) of Audit	Audit Duration (in days) (See Note 1)		Verification by Auditee (Signature, name, position within organization)	BIS Verification (by MSCO(R) for Lead Auditor and Team Leader & by Team Leader for others) Sign., Name & Contact Details
					On Site	Off Site		
1	0842	VISHNU GUPTA	TEAM LEADER	13/07/2024	01	0.5	 General Manager, The Ludhiana Distt. Co-op. Milk Producers' Union Ltd. Milk Plant, Ferozepur Road, LUDHIANA-141004 (Punjab)	

Audit carried out on behalf of : Bureau of Indian Standards, Delhi

Note: 1. Duration - Total time (to nearest half day) On-Site: Time spent on actual auditing activities including Opening & Closing meetings and report writing. It may be calculated on the basis that overall, for each On-Site day's work around half-day Off-Site time may be required. Completed log sheet should be sent to MSCO(R) who would forward the original to Head (MSCD)/PTO and retain a copy.

MSCO (R)  
 Head (MSCD) / PTO

Off-Site: Time spent on planning/preparation, document review

ISO 22000: 2018

Stage 1 Audit 13 July, 2024

S.No	Name	Designation	Opening Meeting	Closing Meeting
1	DR Sunit Singh	General Manager	Sunit	Sunit
2	H.P. Shari	Manager (Quality)	Shari	Shari
3	RAMANDEEP SINGH	Asst. Mgr. Engr.	Ramandeep	Ramandeep
4	Manpreet Singh Gill	"	Manpreet	Manpreet
5	Sagat Singh Saini	Asst. Mgr. Civil	Sagat	Sagat
6	Anjan Patwa	Asst Mgr Prod.	Anjan	Anjan
7	PALAK	Dy. Mgr Accounts	Palak	Palak
8	Gurmeet Kaur	Asst Mgr Lab	Gurmeet	Gurmeet
9	ASHWAN KUMAR	Asst Puro.	Ashwan	Ashwan
10	Kamal	Asst. Manager	Kamal	Kamal
11	Sandeep Saha	Mgr Marketing	Sandeep	Sandeep
12	Rajinder Singh	Asst. Mgr. IC Stock	Rajinder	Rajinder
13	Harinder S	M.M.I.	Harinder	Harinder
14	MANISH MATHAR	D.M. Prod. (IC/CSA)	Manish	Manish
15	SAGALPREET SINGH	Dy. Mgr. Prod	Sagalpreet	Sagalpreet
16	Gurinder Kaur	A.M. (O.A)	Gurinder	Gurinder
17	H.S. Dalbir Kaur Sekha	AM (PROD.)	Dalbir	Dalbir
18	Manjot Singh	AM (PROD)	Manjot	Manjot
19	Maninderpal Singh	AM (Procurement)	Maninderpal	Maninderpal
20	Deepreet Singh	AM (Proc.)	Deepreet	Deepreet
21	Bhawal Kaur	AM Prod	Bhawal	Bhawal
22	Kashish Balwani	AM (Prod)	Kashish	Kashish
23	D.J.S Gaba	DM (A.M)	D.J.S	D.J.S
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