

1. Assessment plan

Assessment type Re-certification	Assessment criteria ISO 14001:2004 OHSAS 18001:2007 + CNS15506:2011	
Assessment team 鄭美珍, 姚嘉文, 陳文光, 黃國寶	Assessment dates April 13-15 2015	Issue date 1 April 2015

(Day 1)

0900-0930 Introductory meeting with management to explain the scope of the visit, assessment methodology, method of reporting and to discuss the company's organisation (approximately 30 minutes). The Team Leader will agree a time to meet with top management to discuss policy and objectives for the management system.

0930-0940 LRQA team briefing for a team of two or more assessors or (experts).

<鄭美珍> (Team Leader)

<姚嘉文>

<陳文光>

0940-1000 Discussion of all outstanding issues from previous visits.	0940-1200 廠務部備料-鐵殼(一廠)	0930-1200 品保部
1000-1200 管理系統要素		
1200-1300 Lunch	1200-1400 Lunch	1200-1300 Lunch
1300-1600 管理系統要素	1300-1600 廠務部備料-鐵殼(二廠)	1300-1600 廠務部生管, 委外加工, 包裝, 倉儲, 生產, 品檢
1600-1700 Report writing.	1600-1700 Report writing.	1600-1700 Report writing.
1700 Close	1700 Close	1700 Close

(Day 2)

<鄭美珍> (Team Leader)

<姚嘉文>

0900-0930 Review of findings from previous day. Review of the assessment plan for the day.

0930-1200 環安部

0930-1200 廠務部備料- 橡膠(二廠)

本日無工作

1200-1300 Lunch

1200-1300 Lunch

1300-1600 環安部

1300-1600 廠務部-採購

1600-1700 Report writing.

1600-1700 Report writing.

1700 Close

1700 Close

(Day 3)

<鄭美珍> (Team Leader)

<姚嘉文>

<黃國寶>

0900-0930 Review of findings from previous day. Review of the assessment plan for the day.

0930-1200 管理部總務, 人事, 外勞宿舍

0930-1200 管理部守衛, 資訊, 會計

0930-1200 廠務部-模具(一廠)

1200-1300 Lunch

1200-1300 Lunch

1200-1300 Lunch

1300-1500 營業部

1300-1500

1300-1500 技術部

1500-1530 Review of day's findings and p Preparation of final report

1500-1

1530-1700 Closing meeting with management to present a summary of findings and recommendations.