

1. Assessment plan

Assessment type Re-certification	Assessment criteria ISO 14001:2015 OHSAS 18001:2007 +CNS15506:2011	
Assessment team Janet Cheng 鄭美珍, Eric Hsiao 蕭汎翊	Assessment dates April 17-20 2018	Issue date 7March2018

(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).

<Janet Cheng> (Team Leader)

<Eric Hsiao>

0940-1200 Discussion of all outstanding issues from previous visits.
管理系統要素
MP1 內部稽核與持續改善管理流程
MP2 經營管理流程(管理審查流程)

0940-1200 廠務部備料-鐵殼(一廠)
COP3 生產管理流程
COP5 製造作業流程

1200-1300 Lunch

1200-1400 Lunch

1300-1600 管理系統要素
MP3 績效管理流程(改善流程)
MP4 知識管理流程

1400-1600 廠務部備料-鐵殼(二廠)
COP3 生產管理流程
COP5 製造作業流程

1600-1700 Report writing.

1600-1700 Report writing.

1700 Close

1700 Close

(Day 2)

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

0930-1200 環安部
COP8 環境考量面鑑定管理流程
COP9 法規鑑定管理流程

0930-1200 廠務部備料-橡膠(二廠)
COP3 生產管理流程
COP5 製造作業流程

1200-1300 Lunch

1200-1300 Lunch

1300-1600 COP11 緊急應變處理流程
COP10 環境運作與規劃控制流程

1300-1600 廠務部-採購
COP4 物料作業流程

1600-1700 Report writing.

1600-1700 Report writing.

1700 Close

1700 Close

(Day 3)

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



0930-1200	品保部 SP1 文件與品質記錄管理 SP4 產品品質驗證流程	0930-1200	廠務部生管, 委外加工, 包裝, 倉儲, 生產, 品檢 COP3 生產管理流程 COP5 製造作業流程 COP6 出貨管理流程
1200-1300	Lunch	1200-1300	Lunch
1300-1600	技術部 COP2 製程設計開發流程	1300-1600	廠務部-模具(一廠) SP2 模具設備維護管理
1600-1700	Report writing.	1600-1700	Report writing.
1700	Close	1700	Close

(Day 4)

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 SP3 人力資源流程	0930-1200 管理部守衛, 資訊, 會計
1200-1300	Lunch	1200-1300 Lunch
1300-1500	TOSHMS 查檢表項目查核	1300-1500 營業部 COP1 合約、詢報價流程 COP7 客戶回饋
1500-1530	Review of day's findings and p	Preparation of final report.
1530-1700	Closing meeting with management to present a summary of findings and recommendations.	