

1. Assessment plan

Assessment type Surveillance 2	Assessment criteria ISO 14001:2004 OHSAS 18001:2007 + TOSHMS:2007	
Assessment team Janet Cheng	Assessment dates 11, 12 April 2013	Issue date 4 March 2013

(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.
	LRQA team briefing for a team of two or more assessors or experts.
0930-1000	Discussion of all outstanding issues from previous visits.
1000-1200	環安部
1200-1300	Lunch.
1300-1500	環安部(續)
1500-1700	管理部 總務, 人事
1700	Close.

(Day 2)

0900-0930	Review of findings from previous day. Review of the assessment plan for the day.
0930-1200	廠務部 備料 - 鐵殼(二廠)
1200-1300	Lunch.
1300-1500	廠務部 採購
1500-1530	Review of day's findings.
1530-1600	Preparation of final report.
1600-1700	Closing meeting with management to present a summary of findings and recommendations.