

 CLASSIC ROOF INDIA PVT. LTD. Craftsmen with the class touch	CLASSIC ROOF INDIA PVT .LTD						CRIPL/QMS/F/04 Rev 00 dt. 01.11.2024	
	INTERNAL AUDIT SCHEDULE							
	Audit Number: 01							
	Date of audit schedule preparation: 13.01.2025							
	Note - All QMS processes to covered as per Process sequence and interaction (process map) from Quality manual.							
SR.NO.	PROCESS NAME	APPLICABLE CLAUSES FOR ALL PROCESSES	APPLICABLE CORE CLAUSE	AUDITOR NAME	AUDITEE NAME	DATE OF AUDIT	TIME	
Opening Meeting with all process owners						17.01.2025	10:30-11pm	
1	Business Planning	4.4.2, 5.1.1.2, 5.1.1.3, 6.1, 6.1.2.1, 6.1.2.1, 6.3, 7.4, 10.1, 10.3, 10.3.1	4.1, 5.1, 5.1.1, 5.1.2, 6.1.2.3, 7.1, 9.3	Sujit Buva & Rahul Patil	Santosh Bhoyate	17.01.2025	11am - 12pm	
2	Marketing and Sales		8.2, 9.1.2, 9.1.2.1		Santosh Bhoyate	17.01.2025	12pm - 12:30pm	
3	Production Planning and Control		8.5.1.7		Santosh Bhoyate	17.01.2025	12:30pm-1pm	
4	Recruitment and Training (HR)		5.1.1.1, 5.3, 7.1 , 7.1.2, 7.1.3, 7.1.4.1, 7.1.6, 7.2, 7.3	Pushkaraj Jadhav & Rahul Patil	Pravin Jadhav / Punam	17.01.2025	2pm-2:30pm	
5	Purchasing		8.4, 8.4.2.4	Divakar Mahajan & Rahul Patil	Sanjay Mohite	17.01.2025	2:30pm-3pm	
6	Production		5.3, 5.3, 7.1.3, 7.1.3.1, 7.1.4, 7.1.4.1 , 8.5, 8.5.1.6, 8.5.1.6, 8.5.1.7, 8.5.2, 8.5.4, 8.5.4.1, 8.5.6, 9.1,9.1.1.1, 9.1.1.2, 9.1.1.3, 10.2.4	Sujit Buva / Yogita Babar & Rahul Patil	Pratik Gadhawe Rajesh Kumar Sharma	17.01.2025	3pm -5:30pm	
7	Stores & Dispatch		8.5.3, 8.5.2, 8.5.4	Pushkaraj Jadhav / Yogita Babar & Rahul Patil	Yogesh Langde Divakar Mahajan	18.01.2025	11am - 12pm	
8	Process Design and Development		4.3.2,4.4.1.2, 7.5.3.2.2, 8.1.1, 8.1.2, 8.2.3.1.2, 8.3.3, 8.3.3, 8.3.3	Yogesh Langde & Rahul Patil	Sujit Buva	18.01.2025	12pm - 1pm	
9	Quality Assurance		8.5.1.5, 8.6, 9.1,9.1.1.1, 9.1.1.2, 9.1.1.3, 10.2.4, 10.2.5, 10.2.6	Pratik Gadhawe Rajesh Kumar Sharma & Rahul Patil	Sujit Buva	18.01.2025	2pm-3:30pm	
10	Maintenance		7.1.3, 8.5.1.5	Sujit Buva & Rahul Patil	Naganath Kalsait	18.01.2025	3:30pm-4:30pm	
11	Quality System Management		4.1, 4.3, 4.3.1, 4.3.2, 4.4,4.4.1.1, 7.1.6, 7.2.3, 7.5, 7.5.1, 9.1, 9.1.3, 9.3	Rajesh Kumar Sharma & Rahul Patil	Yogita Babar / Sujit Buva	18.01.2025	4:30pm - 5:30pm	
Audit Closing meeting with all process owners						18.01.2025	5:30pm - 6pm	
Prepared By :QMS Head				Approved BY : Plant Head				